



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING
AGENDA**

Wednesday, November 20, 2024

6:00 p.m.

Hybrid Meeting (both in person and electronic participation)

Click on the link below for viewing the Open Meeting
[North Middlesex You Tube Channel](#)

1. **CALL TO ORDER**
2. **DISCLOSURE OF PECUNIARY INTEREST**
(Municipal Conflict of Interest Act – Section 5 requires any member of Council to declare a pecuniary interest and general nature thereof, prior to any consideration on that matter. Where the interest of a member of Council has not been disclosed by reason of the member’s absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act. The disclosures become part of a Public Registry as required under the Act.
3. **MINUTES OF PREVIOUS MEETINGS**
 - 3.1 Meeting Minutes for November 6, 2024
Recommended Motion:
THAT the attached minutes be approved as presented.
4. **DELEGATIONS**
 - 4.1 Bog Line Smoke Show - BBQ Festival
Recommended Motion:
THAT the presentation be accepted as information.
5. **DEPARTMENTAL REPORTS**
 - 5.1 Report from Brandon Drew, Director of Economic Development and Community Services

1. Bog Line Smoke Show Event
Recommended Motion:
THAT Council endorse the Bog Line Smoke Show as a Municipally Significant Event;
AND THAT Council authorize the Director of Economic Development and Community Services to execute a three-year agreement with Bog Line Smoke Show for use of the current Parkhill Fair Grounds;
AND THAT Council direct staff to charge no fee for their inaugural year and charge them the cost of staffing for years two and three.

5.2 Report from Arnie Marsman, Chief Building Official

1. Third Quarter 2024 Building Activity Summary
Recommended Motion:
THAT the Third Quarter 2024 Building Activity Summary be received for information.

5.3 Report from Joanne Sadler, Drainage Superintendent

1. Petition for Drainage Works by Owners (Section 4 Request) – New Municipal Drain
Recommended Motion:
THAT Council Receive the Petition for Drainage Works by Owners for a new municipal drain according to section 4 of the Drainage Act.
THAT Council appoints Spriet Associates Ltd., as engineer to the project.

5.4 Reports from Felicia Krista, Economic Development and Communications Coordinator

1. Community Improvement Plan - Lucan Country Gardens
Recommended Motion:
THAT Council award Lucan Country Gardens located at 34603 Richmond St, with \$1,329.37 upon completion of their proposed rural economic development project as per the Municipality's Community Improvement Plan.
2. Community Improvement Plan - Four Seasons Fashions, Gifts and More
Recommended Motion:
THAT Council award Four Seasons Fashions, Gifts and More located at 214 Parkhill Main St., Parkhill with \$1380.96 upon completion of their proposed beautification project as per the Municipality's Community Improvement Plan.

6. COMMITTEE REPORTS

6.1 Lake Huron Primary Water Supply Joint Mgmt Board

6.2 ABCA (Cr. Cornelissen)

1. Minutes and Agenda
2. Draft - 2025 Budget, Municipal Levies, and Meeting Notice

- 6.3 BWRA (Cr. Keogh)
- 6.4 EDAC (Cr. Nirta, Cr. Irwin, Deputy Mayor Hodgins)
- 6.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)
- 6.6 Recreation Committee (Cr. Daigle, Cr. Keogh, Cr. Nirta)
- 6.7 Policies Review Committee (Mayor Ropp, Deputy Mayor Hodgins, Cr. Daigle)

- 1. Draft Minutes
- 2. Firefighter Employment Status

Recommended Motion:

THAT Council accept this report and approve the Employment Status of Firefighters policy.

- 3. Firefighter Remuneration Policy

Recommended Motion:

THAT Council accept this report and approve the revised Firefighter Remuneration Policy (FD-2024-3).

- 6.8 Fire Committee (Mayor Ropp, Cr. Cornelissen, Cr. Daigle)
- 6.9 Budget Committee (Mayor Mayor)
- 6.10 Community Development Fund Committee (Mayor Ropp, Cr. Nirta, Cr. Cornelissen)

- 1. Community Development Fund Policy

Recommended Motion:

**THAT the Community Development Fund Policy be approved and effective immediately;
AND THAT to the satisfaction of the Director of Economic Development and Community Services, the Schedules constituting the application forms attached to the Community Development Fund Policy, be updated to reflect the changes in the policy upon closure of the current application window.**

- 2. Draft Minutes

A request has been made by the Committee that the following resolution be shared with Council as information:

"THAT Council be informed that financial reporting requirements will likely be requested as updates in the 2025 policy review;
AND THAT the items of possible review could include but are not limited to:

- 10% holdbacks prior to reporting being submitted on large applications.
- Financial reporting deadlines.
- Possible disqualification of further applications for failure to report."

- 6.11 OCWA Client Advisory Board (CAO)
- 6.12 Middlesex County OPP Detachment Board

7. CORRESPONDENCE

- 7.1 OPP Funding - Townships of Tweed, Horton, and Howick

7.2 Ontario Building Code - Township of Papineau-Cameron

8. OTHER AND URGENT BUSINESS

8.1 Henderson Drain - Clerical Error

The Clerk of the Municipality is authorized to correct clerical errors on documents, including By-Laws. A clerical error has been discovered on a drainage by-law from 2022, which means both the current Clerk and Drainage Superintendent are not the same people who worked on it at the time.

Seeing as the staff involved are no longer with the corporation, the Clerk is bringing the issue to Council so that clear and concise direction can be made to satisfy a Provincial Ministry that is requesting a correction.

Relevant information supporting the correction:

- The Court of Revision being the body that provides an open and transparent mechanism for landowners to question the assessments, had the correct information.
- The By-law had inadvertently reported the Net Assessment instead of the Total Assessment, which is not in line with the direction of the Court of Revision.
- It is advantageous to the Municipality to correct the clerical error.
- The Clerk having reviewed the documentation, is of the opinion that this was clerical error not in line with the spirit and intent, and through that the direction of Council of the time.

Recommended Motion:

THAT the clerical error on By-law 54 of 2022 be corrected to define the estimated total costs of drainage work be \$166,700.00.

9. DEFERRED ITEMS FROM PREVIOUS MEETINGS

10. COMMUNICATIONS (Including County Council Meeting Report)

10.1 Middlesex County - Council Highlights - November 12, 2024

11. READING OF THE BY-LAWS

Recommended Motion:

THAT By-law 091 of 2024 be read a first and second time.

(Provision for questions)

Recommended Motion:

THAT By-law 091 of 2024 be read a third and final time.

11.1 091 of 2024 - Confirming

12. CLOSED MEETING (Under Section 239 of the Municipal Act)

Recommended Motion:

That the Open Meeting adjourn to Closed Meeting at _____

To receive information under the following exception:

13. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Recommended Motion:

That the Closed Meeting adjourn and return to Open Meeting at with/without the recommendations

14. ADJOURNMENT

Recommended Motion:

That the Meeting adjourn at _____



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

November 6, 2024, 5:00 p.m.

Members Present: Mayor Brian Ropp
Councillor Ward 1 Sara Nirta
Councillor Ward 2 Bill Irwin
Councillor Ward 3 Charles Daigle
Councillor Ward 5 Adrian Cornelissen

Members Absent: Deputy Mayor Paul Hodgins
Councillor Ward 4 John Keogh

Staff Present: Recreation and Facilities Manager Brandon Drew
Director of Infrastructure and Operations, Jaden Hodgins
Drainage Superintendent, Joanne Sadler
Director of Corporate Services / Clerk, Alan Bushell
Chief Administrative Officer, Carolyn Tripp
Felicia Krista, Economic Development & Communications
Coordinator
Director of Finance/Treasurer, Ralph D'Alessandro

The Regular Meeting of the Council of the Municipality of North Middlesex was held under the provisions contained within the North Middlesex Procedural By-law and may be held in whole or in part without physically being present at 229 Parkhill Main Street, Parkhill.

1. CALL TO ORDER

Mayor Ropp called the meeting to order at 5:00 p.m. with a quorum present by way of livestream on the North Middlesex You Tube Channel.

2. DISCLOSURE OF PECUNIARY INTEREST

(Municipal Conflict of Interest Act – Section 5 requires any member of Council to declare a pecuniary interest and general nature thereof, prior to any

consideration on that matter. Where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act. The disclosures become part of a Public Registry as required under the Act.

3. MINUTES OF PREVIOUS MEETINGS

3.1 Meeting Minutes for October 16, 2024

Moved By: C. Daigle

Seconded By: S. Nirta

That the attached minutes be approved as presented

CARRIED

4. DELEGATIONS

4.1 North Middlesex, Economic Development Strategic Plan

Moved By: B. Irwin

Seconded By: C. Daigle

THAT Council accept the presentation as information.

CARRIED

5. DEPARTMENTAL REPORTS

5.1 Reports from Brandon Drew, Director of Community Services

5.1.1 2024-2025 Snow Removal Tender Results

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council award the 2024-2025 snow removal tender to All Seasons Maintenance and Landscaping for the amounts listed in this report for the Shared Services Centre and the Parkhill Fire and Paramedic Station;

AND THAT Council award the 2024-2025 snow removal tender to All Care Tree Maintenance for the amounts listed in this report for the Parkhill Arena, Parkhill Community Centre, Parkhill Medical

Centre, West Williams Community Hall, Ailsa Craig Library and the Ailsa Craig Recreation Centre;

AND THAT Council authorize the Director of Community Services to enter a one-year contract with both parties for snow removal services.

CARRIED

- 5.2 Report from Felicia Krista, Economic Development & Communications Coordinator

5.2.1 CIP Application Gokstorp Farms

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council award Gokstorp Farms, with \$5,000 upon completion of their proposed rural economic development project as per the Municipality's Community Improvement Plan.

CARRIED

- 5.3 Report from Alan Bushell, Director of Corporate Services / Clerk

5.3.1 2025 Council Schedule

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the report entitled "2025 Regular Meeting Schedule" be received by Council;

AND THAT the 2025 Meeting Schedule, be approved.

CARRIED

6. COMMITTEE OF ADJUSTMENT (To proceed no earlier than 6:00 p.m.)

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council adjourn its Regular Meeting in order to sit as Committee of Adjustment under the Planning Act

CARRIED

6.1 Notice of Public Meeting to consider Application MV-14-2024 located at 34751 Brinsley Road

6.1.1 Planners Evaluation Report

6.1.2 Provision for Applicant Remarks

6.1.3 Provision for Written Submissions

6.1.4 Provision for Public Comments

6.1.5 Provision for Committee Questions

6.1.6 Decision

The applicant provided clarifications.

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the Application for Minor Variance MV-14-2024, to permit a portion of the proposed detached garage to be located in the front yard of the property, whereas Section 6.3.2 a) requires accessory structures to be located in a rear and/or side yard and to permit a maximum height of the proposed accessory structure, as measured from grade to peak, of 7.0 m (22.97 ft) whereas Section 6.3.3 a) and 13.2 i) permit a maximum height of 5.5 m (18.04 ft) as measured from grade to peak be **GRANTED** subject to the following condition:

- 1) The relief solely applies to the proposed detached garage, as shown on the site sketch submitted with the subject application.
- 2) The proposed accessory structure shall be one-storey.

CARRIED

6.2 Adjournment of Meeting (Committee of Adjustment)

Moved By: A. Cornelissen

Seconded By: S. Nirta

That Committee of Adjustment adjourn and convene as a Public Meeting under the Planning Act.

CARRIED

7. PUBLIC MEETINGS - PLANNING ACT

7.1 Notice of Public Meeting to consider Application ZBA-11-2024 located at 84 Queen Street

7.1.1 Planners Evaluation Report

7.1.2 Provision for Applicants Remarks

The agent was in attendance.

7.1.3 Provision for Written Submissions

7.1.4 Provision for Public Comments

7.1.5 Provision for Council Questions

7.1.6 Decision

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the request for the removal of a Holding provision for Block 9 on Plan 33M813, Subject to an Easement over Part 11 on 33R21183, as in ER144708, geographic township of Ailsa Craig, Municipality of North Middlesex be **APPROVED** as the application: satisfies the requirements of the Planning Act; is consistent with the Provincial Policy Statement, conforms to the Official Plans of both the Municipality of North Middlesex and the County of Middlesex and satisfies the requirements of the North Middlesex Zoning By-law.

CARRIED

7.2 Notice of Public Meeting to consider Application ZBA-21-2024 at 1069 West Corner Drive

7.2.1 Planners Evaluation Report

7.2.2 Provision for Applicants Remarks

Agent Paul Hendrikx was in attendance.

7.2.3 Provision for Written Submissions

7.2.4 Provision for Public Comments

7.2.5 Provision for Council Questions

7.2.6 Decision

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Council receive the report for information for Zoning By-law Amendment ZBA-21-2024, which proposes to rezone the 'Retained Parcel' of Consent B2-2024 to 'General Agricultural Exception 111 (A1-111)' and the 'Severed Parcel' of Consent B2-2024 to 'General Agricultural Exception 112 (A1-112).'

AND FURTHER THAT the associated implementing by-law be **APPROVED** and read a first, second and third/final reading.

CARRIED

8. COURT OF REVISION – DRAINAGE (Proceedings begin at 7:00 p.m.)

The Court of Revision session will begin at 7:00 p.m.

Moved By: S. Nirta

Seconded By: C. Daigle

THAT Council adjourn to begin the Court of Revision proceedings.

AND THAT Councillor Cornelissen be appointed to the November 6, 2024, North Middlesex Court of Revision in place of the Deputy Mayor Hodgins.

CARRIED

Chair Ropp called the Court to order at 7:00 p.m.

8.1 Court of Revision - Gilbert-Windsor Drain 2024

8.1.1 Appointment of Members – Mayor Ropp, Councillor Cornelissen and Ward Councillor Daigle

8.1.2 Drainage Overview Report – Drainage Superintendent

8.1.3 Consideration of Appeal (if any)

8.1.4 Decision - Engineers Report

Moved By: A. Cornelissen

Seconded By: C. Daigle

THAT the Court of Revision confirm the assessment schedule(s) as detailed in R. Dobbin Engineering Inc. report dated September 4,

2024 for the Gilbert-Windsor Drain (2024) and that the assessments be accepted as presented.

CARRIED

8.2 Court of Revision – Canada Company Drain North

8.2.1 Appointment of Members – Mayor Ropp, Councillor Cornelissen and Ward Councillor Daigle

Concillor Corn in place of the Deputy Mayor

8.2.2 Drainage Overview Report – Drainage Superintendent

8.2.3 Consideration of Appeal (if any)

8.2.4 Decision - Engineers Report

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT the Court of Revision confirm the assessment schedule(s) as detailed in R. Dobbin Engineering Inc. report dated September 13, 2024 for the Canada Company Drain North;

AND THAT the assessments be accepted as presented.

CARRIED

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT the Court of Revision adjourn.

CARRIED

9. DRAINAGE REPORTS from Joanne Sadler, Drainage Superintendent

Reports regarding drainage matters will be considered following the Court of Revision.

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT the regular meeting be reconvened.

CARRIED

- 9.1 Request for Drain Minor Improvement – Mud Creek Municipal

Moved By: B. Irwin

Seconded By: C. Daigle

THAT Council Receive the Notice of Request for Drain Minor Improvement for the Mud Creek Municipal Drain, according to section 78 of the Drainage Act;

AND THAT Council appoints R. Dobbin Engineering Inc., as engineer to the project.

CARRIED

- 9.2 Tender Results - Canada Company Drain North

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council receives this report and directs staff to award the Tender Contract MD09-2024 for the Canada Company Drain North to Van Bree Drainage and Bulldozing Limited the amount of \$109,322.40 (excluding HST).

CARRIED

- 9.3 Tender Results - Gilbert-Windsor Drain Branch "A", "D" and Main Drain

Moved By: S. Nirta

Seconded By: B. Irwin

THAT Council receives this report and directs staff to award the Tender Contract MD10-2024 for the Gilbert-Windsor Drain Branch "A", "D" and Main Drain to Robinson Farm Drainage Limited the amount of \$199,596.00 (excluding HST).

CARRIED

10. COMMITTEE REPORTS

- 10.1 Lake Huron Primary Water Supply Joint Mgmt Board

- 10.2 ABCA (Cr. Cornelissen)

10.3 BWRA (Cr. Keogh)

10.3.1 Newsletter - October 2024

10.4 EDAC (Cr. Nirta, Cr. Irwin, Deputy Mayor Hodgins)

10.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)

10.6 Recreation Committee (Cr. Daigle, Cr. Keogh, Cr. Nirta)

10.7 Policies Review Committee (Mayor Ropp, Deputy Mayor Hodgins, Cr. Daigle)

10.7.1 Previous Minutes

10.7.2 Gym Membership Policy

Moved By: A. Cornelissen

Seconded By: S. Nirta

THAT the Gym membership Policy be tabled.

CARRIED

Moved By: C. Daigle

Seconded By: B. Irwin

WHEREAS the reason for the deferring consideration was resolved under New Business;

AND WHEREAS Council as a whole through consensus believe that it would be appropriate, as well as friendly to reconsider the item;

THEREFORE BE IT RESOLVED THAT the Gym membership Policy be re-tabled for consideration.

CARRIED

Moved By: C. Daigle

Seconded By: B. Irwin

THAT the Gym membership Policy be approved.

CARRIED

10.7.3 Video Monitoring Policy

Moved By: B. Irwin
Seconded By: S. Nirta

THAT the Video Monitoring Policy be approved.

CARRIED

10.8 Fire Committee (Mayor Ropp, Cr. Cornelissen, Cr. Daigle)

10.9 Budget Committee (Mayor Mayor)

10.10 Community Development Fund Committee (Mayor Ropp, Cr. Nirta, Cr. Cornelissen)

Meeting on the 13th at 9:00 a.m.

10.11 OCWA Client Advisory Board (CAO)

10.12 Middlesex County OPP Detachment Board

11. CORRESPONDENCE

11.1 Blue Mountain - Supporting OGRA Recommendation

Moved By: C. Daigle
Seconded By: B. Irwin

THAT Council supports this initiative.

CARRIED

11.2 St Catharines - Supporting AMO Green Roads Pilot Project

Moved By: C. Daigle
Seconded By: A. Cornelissen

THAT Council defers considering this initiative, until further information can be provided regarding the materials used.

CARRIED

11.3 Aurora - Fair Share Initiative

Moved By: C. Daigle
Seconded By: S. Nirta

THAT Council supports this initiative.

CARRIED

11.4 Middlesex-London Health Unit - Meeting Summary October 17, 2024

12. OTHER AND URGENT BUSINESS

CAO, Tripp - Prince William Road Allowance. Ongoing discussion and resources are being used in regards to transferring the land to the abutting properties.

CAO, Tripp - HR Coordinator clarified that firefighters are not included in the gym membership policy. Council revisited the tabled resolution from earlier to consider the item again (Agenda 10.7.2)

Councillor Irwin - Invitation to tour to Council on November 28, 2024.

Mayor Ropp, provided positive feedback regarding the PJHL prospect game hosted by the the Stars.

CAO, Tripp - Thanks to Jaden Hodgins for his service to the community.

13. DEFERRED ITEMS FROM PREVIOUS MEETINGS

14. COMMUNICATIONS (Including County Council Meeting Report)

14.1 Middlesex County - Council Highlights - October 22, 2024

Councillor Cornelissen inquired about the installation schedule for high speed internet.

Moved By: C. Daigle

Seconded By: S. Nirta

WHEREAS the Court of Revision has prescribed dates and times.

AND WHEREAS the public shall be advised that the next Agenda Item for consideration will be the Court of Revision (Agenda Item 8).

THAT Council recess until 7:00 p.m.

CARRIED

15. READING OF THE BY-LAWS

Moved By: S. Nirta

Seconded By: C. Daigle

THAT By-laws 088 of 2024, 089 of 2024, and 090 of 2024 be read a first and second time.

Provision for questions

CARRIED

Moved By: B. Irwin

Seconded By: A. Cornelissen

THAT By-laws 079 of 2024, 088 of 2024, 089 of 2024, and 090 of 2024 be read a third and final time.

CARRIED

15.1 079 of 2024 - Prance Drain Section 76

Third and Final reading only.

15.2 088 of 2024 - ZBA-11-2024 - Hold Removal - 84 Queen Street

15.3 089 of 2024 - ZBA-21-2024 - 1069 West Corner Drive

15.4 090 of 2024 - Confirming

16. CLOSED MEETING (Under Section 239 of the Municipal Act)

Moved By: S. Nirta

Seconded By: B. Irwin

That the Open Meeting adjourn to Closed Meeting at 7:09.

To receive information under the following exception:

CARRIED

16.1 Minutes

16.2 239(2)(d) labour relations or employee negotiations.

16.3 239(2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

16.4 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees;

16.5 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees;

17. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Moved By: S. Nirta

Seconded By: C. Daigle

THAT the Closed Meeting adjourn and return to Open Meeting with the following rise and report:

The public be informed that Minutes of Previous meetings were approved.

A resolution regarding staffing is about to be considered in open session under this agenda item.

CARRIED

Moved By: S. Nirta

Seconded By: C. Daigle

THAT Council direct staff to proceed with the hiring of a Manager of Recreation & Facilities for 2025;

AND THAT Council approve the positional change for the Director of Community Services to the Director of Economic Development & Community Services.

CARRIED

18. ADJOURNMENT

Moved By: S. Nirta

Seconded By: C. Daigle

THAT the Meeting adjourn.

CARRIED



BOG LINE

Smoke

Show

BBQ FESTIVAL

ABOUT US

Bog Line Barbecue is a smoker building company located in North Middlesex. We are focused mainly on commercial smokers and grills to help bolster the growing Texas Style BBQ restaurant scene here in Ontario and Canada. Over the years we have been recognized as the top builder in Canada and are gaining traction on the international BBQ stage. Owned by Nick Ince and Will Rempel, two long time North Middlesex residents.





FESTIVAL OVERVIEW

- BBQ Competition – Freestyle and voted by the public with a vote ticket. Competitors can also choose to be a vendor if desired.
- Hotrod show run the by the East London Timing Association. Bikes as well.
- Live fire cooking demonstrations - whole lamb, whole hog and whole steer over open fire.
- Live music all day.
- Beer tent.
- Cooking demos/classes.
- Vendor section.
- Raffles – 50/50
- June 14, 2025, Parkhill Fair Grounds 10am – 11pm
- Annual event ‘Saturday of Fathers Day Weekend’

GIVING BACK

- Event will be run as a not-for-profit organization with a similar structure to a fair board.
- We plan to raise enough money with sponsorships to cover the cost and the beer tent and things like 50/50 will be the 'profit'
- Extra funds will be donated to the 5 schools in North Middlesex for the lunch program.
- Also considering another beneficiary like the new Hospice in Strathroy or a new feature for North Middlesex like a band shell. This could benefit this event as well as Mud Creek Bluegrass. Other service groups could use it as well. Open to suggestions here.



GOALS

- Promote the BBQ scene in Canada/Ontario/North Middlesex
- Raise money for a cause
- Increase tourism in North Middlesex
- Event that appeals to broad audience
- Promote sponsors of the event
- Build a feature for North Middlesex like a band shell
- Introduce people to traditional cooking methods
- Solve the 'problems' of traditional BBQ competitions

QUESTIONS
COMMENTS
SUGGESTIONS



THANK YOU

Nick Ince – 226 374 0385

Will Rempel – 519 860 1017

boglinebbq@gmail.com





REPORT TO: Council

PREPARED BY: Brandon Drew, Director of Economic Development & Community Services

DEPARTMENT: Community Services

DIVISION: Facilities and Parks

MEETING DATE: November 20, 2024

SUBJECT: Bog Line Smoke Show Event

PROPOSED MOTION

THAT Council endorse the Bog Line Smoke Show as a Municipally Significant Event;
AND,

THAT Council authorize the Director of Economic Development and Community Services to execute a three-year agreement with Bog Line Smoke Show for use of the current Parkhill Fair Grounds; AND,

THAT Council direct staff to charge no fee for their inaugural year and charge them the cost of staffing for years two and three.

STAFF RECOMMENDATION

THAT Council endorse the Bog Line Smoke Show as a Municipally Significant Event;
AND,

THAT Council authorize the Director of Economic Development and Community Services to execute a three-year agreement with Bog Line Smoke Show for use of the current Parkhill Fair Grounds; AND,

THAT Council direct staff to charge no fee for their inaugural year and charge them the cost of staffing for years two and three.

EXECUTIVE SUMMARY

Staff were approached by a group looking to host a barbecue cooking competition as well as a car show in June of 2025. The events goal is to fundraise money for projects for the local schools within North Middlesex.

LINK TO STRATEGIC PRIORITIES

Leadership: To Create a Positive, Open Organizational Culture With Open, Respectful and Responsible Leadership

Engages: To Encourage Community Participation That Helps Residents Feel Welcomed, Informed and Engaged By Encouraging Residents To Be Community And Neighbourhood Ambassadors

Plans: To Support Robust Industrial, Commercial and Residential Growth By Offering High Quality Public Spaces And Places

Sustains: To Cultivate An Active, Healthy And Livable Community By Enhancing and Increasing The Diversity Of Cultural Experiences

Prosper: To Support Economic Strength, Foster Entrepreneurship And Attract Investment By Promoting North Middlesex As A Tourism Destination And Tourism Investment Locale

BACKGROUND

Local business owners of Bog Line BBQ, Nick Ince and Will Rempel, approached staff with an idea of running a one-day barbecue and car show event to support our local schools.

The event is centred around the open flame cooking as well as a car show targeted at “hot rod” cars.

DISCUSSION

Staff support this event and the cause that they are looking to support (local schools). Staff recommend creating an agreement that mirrors the agreement with the Parkhill Fair. This will include all the grounds within the Parkhill Sports Park as well as the Arena floor and the Community Centre. It will also include the provision of road closure permits.

FINANCIAL

Not Applicable

ATTACHMENT

Our Values: **Community** **Integrity** **Innovation** **Collaboration** **Stewardship**

Prepared By: Brandon Drew, Director of Economic Development & Community Services.
Approved By: Carolyn Tripp, Chief Administrative Officer

Our Vision: Grounded in Agriculture, Growing in Innovation

REPORT TO: Mayor and Members of Council

PREPARED BY: Arnie Marsman, Chief Building Official

DEPARTMENT: Building

DIVISION: Building

MEETING DATE: Wednesday, November-20-24

SUBJECT: Third Quarter 2024 Building Activity Summary

RECOMMENDATION

That the Third Quarter 2024 Building Activity Summary be received for information

EXECUTIVE SUMMARY

To advise Council of the status of building permit activity for North Middlesex for the third quarter of 2024.

LINK TO STRATEGIC PRIORITIES

Leads: To create a positive, open organizational culture that builds a stronger Municipal organization Provide high quality public services

Plans: To Support Robust Industrial, Commercial and Residential Growth By Managing Growth And Land Use Wisely

DISCUSSION

Building permit activity for the first three quarters of 2024 has been very strong and has surpassed that of 2023. The number dwelling units created has increased to 30 from 16 and construction value has increased to approximately \$40 million from \$36 Million. These increases are primarily due to the new residential development in Ailsa Craig. Staff expects construction activity to remain strong and likely increase in 2025 as interest rates drop.

Further information pertaining to the third quarter building permit activity is outlined below in Tables 1, 2 and 3;

Table 1: Permit Information for January 1, 2023 to September 30, 2023

| | Permits 3 rd Quarter 2024 | Cost of Construction 3 rd Quarter 2024 (\$) | Year to Date Permits 2024 | Year to Date Cost of Construction 2024 (\$) | Permits 3 rd Quarter 2023 | Cost of Construction 3 rd Quarter 2023 (\$) |
|--|---|---|------------------------------------|--|---|---|
| New Single Family Dwelling | 12 | 5,815,016 | 24 | 14,453,613 | 16 | 9,826,800 |
| New Semi Detached Dwelling | | | 2 | 500,000 | 0 | |
| Townhouse Units | | | 4 | 1,500,000 | 0 | |
| Additional Residential Unit - interior | | | | 0 | 0 | |
| Additional Residential Unit - exterior | | | | 0 | 0 | |
| Residential Additions/Reno | 9 | 853,546 | 23 | 2,383,237 | 21 | 1,148,112 |
| Garages / Sheds / decks | 6 | 471,000 | 16 | 847,000 | 11 | 646,000 |
| Swimming Pools | 1 | 11,000 | 3 | 32,000 | 4 | 163,000 |
| Commercial / Industrial | 1 | 2,500,000 | 2 | 11,000,000 | 0 | |
| Agricultural Buildings | 13 | 3,764,375 | 27 | 7,307,911 | 33 | 21,438,740 |
| Institutional Buildings | 2 | 1,463,800 | 4 | 1,728,700 | 2 | 2,050,000 |
| Signs | | | 0 | 0 | 1 | 3,000 |
| Demolitions | 2 | | 9 | 0 | 3 | |
| Plumbing / Servicing | | | 0 | 0 | 22 (Main St Water Conn) | 154,000 |
| Septic | 8 | 190,000 | 14 | 316,000 | 8 | 156,000 |
| Moving | | | 0 | 0 | 0 | |
| Mobile Homes | | | 0 | 0 | 0 | |
| Tents | | | 0 | 0 | 1 | |
| Change of Use | | | 0 | 0 | 3 | 5,000 |
| Total | 63 | 15,068,737 | 137 | 40,068,461 | 125 | 35,590,652 |

Table 2: Summary of fees and charges For Permits to end 3rd Quarter

| | # Permits Issued | Permit Fees Collected | Development Charges Collected | Value |
|--|------------------|-----------------------|-------------------------------|--------------|
| Permits issued to 3 rd Quarter 2024 | 137 | \$246,998 | \$765,588 | \$40,068,461 |
| Permits issued to 3 rd Quarter 2023 | 125 | \$190,111 | \$257,787 | \$35,590,652 |

Table 3: Building Services Summary & Comparative Data (3rd Quarter to Previous Year)

| Municipality | # of Permits | | # of New Dwellings Created | | Total Construction Value (\$million) | |
|----------------------------|--------------|------|------------------------------------|-----------------------------------|--------------------------------------|------|
| | 2024 | 2023 | 2024 | 2023 | 2024 | 2023 |
| Adelaide Metcalfe | 59 | 87 | 8 | 13 | 12 | 19 |
| Lucan Biddulph | 95 | 97 | 29 +1 Apartment (57 units) | 29 | 38 | 24 |
| Middlesex Centre | 265 | 354 | 47 | 87 + 1 Apartment (5 units) | 58 | 83 |
| North Middlesex | 137 | 125 | 30 | 16 | 40 | 36 |
| Southwest Middlesex | 80 | 93 | 12 | 31 | 18 | 21 |
| Totals | 636 | 756 | 126 + 1 Apartment (57 units) | 176 + 1 Apartment (5 units) | 166 | 183 |

FINANCIAL

Cost recover and Development Charge Revenue.

ATTACHMENT

N/A

Prepared By: Arnie Marsman, Chief Building Official

Reviewed By: Carolyn Tripp, CAO

Approved By: Carolyn Tripp, CAO

REPORT TO: Mayor and Members of Council

PREPARED BY: Joanne Sadler, Drainage Superintendent

DEPARTMENT: Infrastructure & Operations

DIVISION: Drainage

MEETING DATE: November 20, 2024

SUBJECT: Petition for Drainage Works by Owners – New Municipal Drain

PROPOSED MOTION

That Council Receive the Petition for Drainage Works by Owners for a new municipal drain according to section 4 of the *Drainage Act*.

That Council appoints Spriet Associates Ltd., as engineer to the project.

STAFF RECOMMENDATION

That Council Receive the Petition for Drainage Works by Owners for a new municipal drain according to section 4 of the *Drainage Act*.

That Council appoints Spriet Associates Ltd., as engineer to the project.

EXECUTIVE SUMMARY

A petition requires consideration within thirty (30) days after the filing of the petition under the Drainage Act, Section 5(1). An engineer is required to be appointed by Council as per the Drainage Act, Section 8(1).

LINK TO STRATEGIC PRIORITIES

By Preserving And Promoting Agriculture And The Agricultural Industry

BACKGROUND

Staff received a Petition for Drainage Works by Owners on November 5, 2024. The petitioner, Sylvan Acres Inc., owns a 100 acres parcel (1632 Bornish Drive) and a 50-acre parcel on Bornish Drive, west of Kerwood Road. The petition states the following: “This municipal drainage petition is for drainage through 4 low lying areas currently draining abutting farmland and municipal road/ditches. We request drainage to catch existing water and farm tiles draining over ground from abutting farms and roads and to provide outlet for future systematic tiling of farm. The current 4 low areas drain into 2 ditches that run north/south through the farm. We would also like to access the feasibility of closing in existing drainage ditches, as an option. The other option is to leave the ditches open and include as municipal drain open ditches.”

Inserted is the location of the area requesting drainage: Concession 13, Lot 10 (1632 Bornish Drive) and Concession 13, W Pt. lot 9.



DISCUSSION

A petition requires consideration within thirty (30) days after the filing of the petition under the Drainage Act, Section 5(1). An engineer is required to be appointed by Council as per the Drainage Act, Section 8(1).

FINANCIAL

Preapproval

ATTACHMENT

Petition for Drainage Works by Owners
Request for Engineer – Spriet Associates

Prepared By: Joanne Sadler, Drainage Superintendent
Approved By: Carolyn Tripp, Chief Administrative Officer

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the Municipality of North Middlesex

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

Concession 13 Lot 10 (Roll #: 395404903002300, 100 acres) and West Part Lot 9 (Roll #: 395404903002400, 50 acres). This municipal drainage petition is for drainage through 4 low lying areas currently draining abutting farm land and municipal road/ditches (see additional information attached). We are request drainage to catch existing water and farm tiles draining over ground from abutting farms and roads and to provide outlet for future systematic tiling of farm. The current 4 low areas drain into 2 ditches that run north/south through farm. We would also like to assess the feasibility of closing in existing drainage ditches, as an option. The other option is to leave ditches open and include as municipal drain open ditches.

In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

Purpose of the Petition (To be completed by one of the petitioners. Please type/print)

| | | |
|---------------------------------------|----------------------|---------------------------------------|
| Contact Person (Last Name) Hodgins | (First Name) Rick | Telephone Number 519 868-6117 ext. |
|---------------------------------------|----------------------|---------------------------------------|

| | |
|----------------------------|------------------------------------|
| Address | |
| Road/Street Number 1047 | Road/Street Name Elginfield Rd. |

| | | | |
|---------------------------|------------------|---------------------------------|--|
| Location of Project | | | |
| Lot W PLT 9 and Lot 10 | Concession 13 | Municipality North Middlesex | Former Municipality (if applicable) West Williams |

What work do you require? (Check all appropriate boxes)

- Construction of new open channel
- Construction of new tile drain
- Deepening or widening of existing watercourse (not currently a municipal drain)
- Enclosure of existing watercourse (not currently a municipal drain)
- Other (provide description ▼)

Would like to assess the cost and feasibility of closing in 2 existing ditches as part of the municipal drainage

Name of watercourse (if known)
N/A

Estimated length of project

General description of soils in the area
Clay Loam and Clay .5% - 9% slope.

What is the purpose of the proposed work? (Check appropriate box)

- Tile drainage only
- Surface water drainage only
- Both

Petition filed this 11th day of November, 2024

| | |
|----------------------------------|-----------|
| Name of Clerk (Last, first name) | Signature |
|----------------------------------|-----------|

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

| | |
|---|---|
| Number 1632 | Property Description Bornish Drive, Concession 13 Lot 10 |
| Ward or Geographic Township West Williams, North Middlesex | Parcel Roll Number 395404903002300 |

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

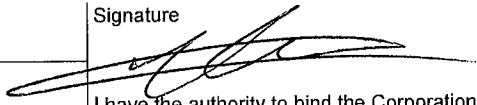
Sole Ownership

| | | |
|--|-----------|-------------------|
| Owner Name (Last, First Name) (Type/Print) | Signature | Date (yyyy/mm/dd) |
|--|-----------|-------------------|

Partnership (Each partner in the ownership of the property must sign the petition form)

| | | |
|--|-----------|-------------------|
| Owner Name (Last, First Name) (Type/Print) | Signature | Date (yyyy/mm/dd) |
| | | |
| | | |

Corporation (The individual with authority to bind the corporation must sign the petition)

| | |
|--|---|
| Name of Signing Officer (Last, First Name) (Type/Print) Hodgins, Rick | Signature  |
| Name of Corporation Sylvan Acres Inc. | I have the authority to bind the Corporation. |
| Position Title Secretary | Date (yyyy/mm/dd) 2024/11/04 |

| | |
|---|--|
| Number | Property Description Bornish Drive, Concession 13 West Part Lot 9 |
| Ward or Geographic Township West Williams, North Middlesex | Parcel Roll Number 395404903002400 |

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

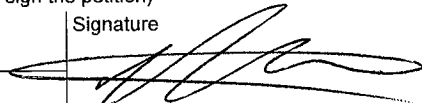
Sole Ownership

| | | |
|--|-----------|-------------------|
| Owner Name (Last, First Name) (Type/Print) | Signature | Date (yyyy/mm/dd) |
|--|-----------|-------------------|

Partnership (Each partner in the ownership of the property must sign the petition form)

| | | |
|--|-----------|-------------------|
| Owner Name (Last, First Name) (Type/Print) | Signature | Date (yyyy/mm/dd) |
| | | |
| | | |

Corporation (The individual with authority to bind the corporation must sign the petition)

| | |
|--|---|
| Name of Signing Officer (Last, First Name) (Type/Print) Hodgins, Rick | Signature  |
| Name of Corporation Sylvan Acres Inc. | I have the authority to bind the Corporation. |
| Position Title Secretary | Date (yyyy/mm/dd) 2024/11/04 |

Check here if additional sheets are attached Clerk initial

Petitioners become financially responsible as soon as they sign a petition.

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 8(1).
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 10(4).
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 43.
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 61.

Notice of Collection of Personal Information

Any personal information collected on this form is collected under the authority of the *Drainage Act*, R.S.O. 1990, c. D.17 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (municipality to complete)

Middlesex County Public Map x G sriet drainage engineering - Go x +

maps.middlesex.ca/viewer/Index.html?configBase=https://maps.middlesex.ca/Geocortex/Essentials/REST/sites/Testing_Site/viewers/HTML5/virtualdirectory/Resources/Config/Default

To get future Google Chrome updates, you'll need Windows 10 or later. This computer is using Windows 7. [Learn more](#) X

middlesex county Middlesex Maps

Search...

Info

I want to...

Welcome to Middlesex Maps

Click on the map or use the search bar to type in what you are looking for.

The "Tool Bar"
Click on this symbol on the right hand corner of the map to open the tool bar which will display more tools for you to use.

"Map Layers"
Click on this icon shown below to see the layers list.

Let us know what you think of Middlesex Maps. Click [here](#) to give us feedback.

31764, 28929, 28925, 28927, 1526, 1632, BORNISH DR, KERWOOD

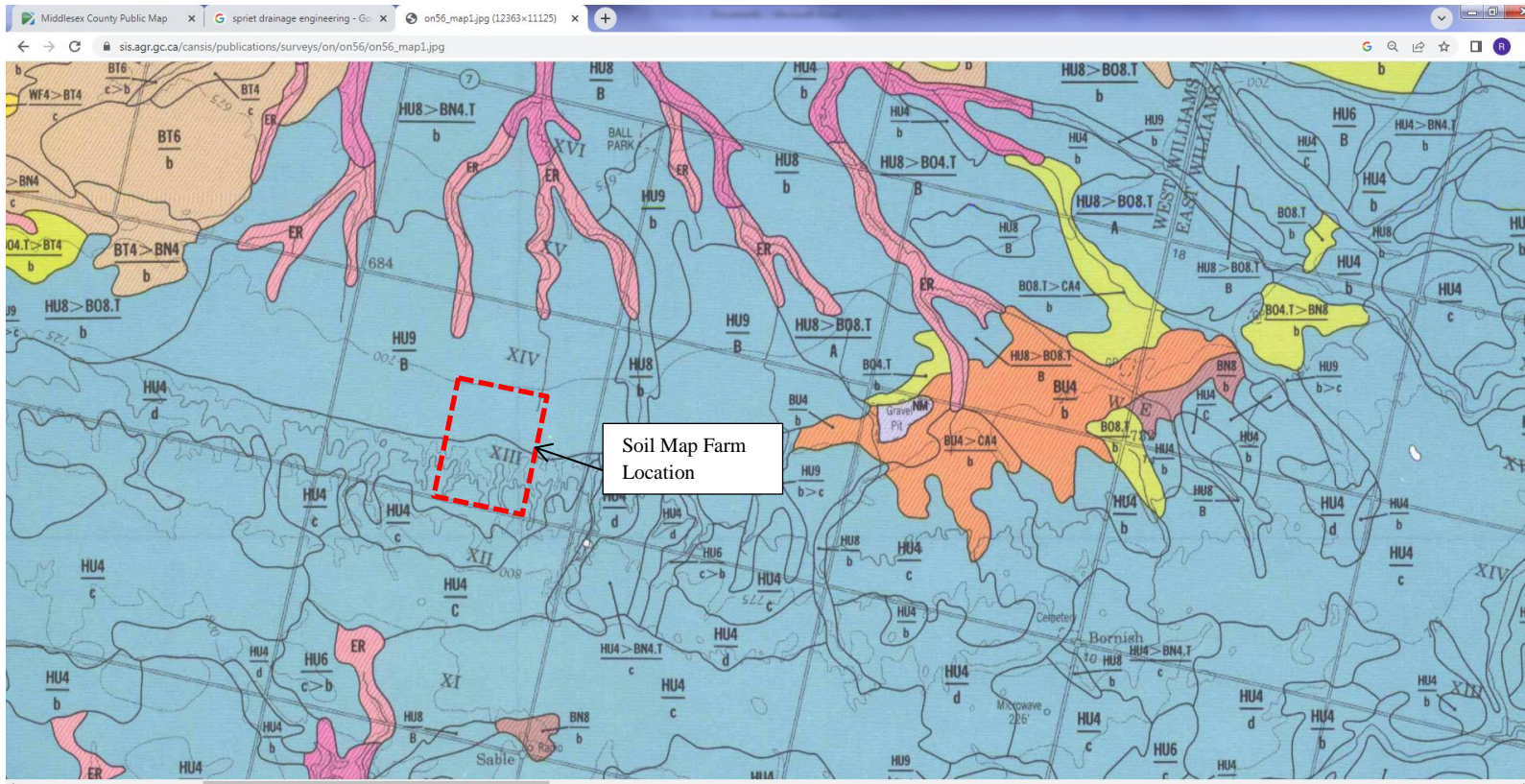
Roll #: 395404903002300
Legal Text: CON 13 LOT 10

Roll #: 395404903002400
Legal Text: CON 13 W PT LOT 9

World To... 0 100 200m 1:500

0173e.pdf ^

Show all X



| | | | | | | |
|-----------|--|---|--|------------------------------------|--|---|
| 0173e.pdf | <p>HURON (HU)</p> <p>Huron (HUO) - Moderately well Perth (PTH) - Imperfect Brookston (BKN) - Poor</p> | <p>Silt loam, loam, silty clay loam</p> | <p>Silty clay loam, silty clay and occasionally clay loam glacial till deposited by glaciation from the Lake Huron basin</p> | <p>HU4 HU8 HU8 HU9</p> | <p>Moderately well to imperfect Moderately well to imperfect Poor Poor</p> | <p>Poor</p> <p>Moderately well to imperfect</p> |
|-----------|--|---|--|------------------------------------|--|---|

Soil defined as;

HU4/d – Silt Clay loam or clay load/5-9% slope

HU9/b - Silt Clay loam or clay load/.5-2% slope



- NOTES:**
1. INSTALLATION SHALL COMPLY WITH OESC 2012, 25TH EDITION.
 2. CONTRACTOR SHALL REFER TO DRAWINGS: 12039-NEC-D0-022 AND D0-024 FOR ALL CROSSINGS.
 3. DRAWINGS BASED ON CALLON DIETZ SITE PLAN DRAWINGS.
 4. ALL DRAWING REFERENCES PREFIXED WITH 12039-NEC-
 5. SEE 12039-NEC-D10-300 FOR UNIVERSAL LEGEND

- LEGEND:**
- 34.5kV COLLECTION FEEDER TRENCH
 - 34.5kV COLLECTION FEEDER BORE
 - CE-FX FEEDER CONDUIT ENTRANCE & EXIT
 - FX FEEDER NUMBER
 - GSU-TXX GENERATOR STEP UP TRANSFORMER
 - BSP-FX-Z BONDED SPLICE POINT (Z=UNIQUE IDENTIFIER)
 - CSG-FX-Z CABLE SHIELD GROUND (Z=UNIQUE IDENTIFIER)

- MVJB = MEDIUM VOLTAGE JUNCTION BOX
- MES = METAL ENCLOSED SWITCHGEAR
- WIND TURBINE - WBN1-XX
- DRAWING REFERENCE PREFIXED BY 12039-NEC-
DETAIL REFERENCE, SECTION #

| REV. | DATE | DESCRIPTION | CHK'D | APP'D |
|------|----------|-----------------------------------|-------|-------|
| 3 | 14/04/15 | AS BUILT PER CONTRACTOR RED-LINES | BB | |
| 2 | 08/04/14 | REVISED MES NUMBERING | MW | DP |
| 1 | 09/01/14 | REV. CENTER POINTS OF MES/MVJBs | MW | DP |
| O | 01/11/13 | ISSUED FOR CONSTRUCTION | MW | KP |
| C | 18/03/13 | ISSUED FOR BID (70%) | MW | KP |
| B | 18/01/13 | TRENCH DETAIL ADDED | KP | |
| A | 14/11/12 | ISSUED FOR REVIEW AND COMMENT | | |

OneLine
Engineering Inc. - Electrical Power Specialists
Tel (905) 688-6857 Fax (905) 688-6926
www.onelineeng.com

NEXtera
ENERGY
CANADA

CLIENT: NEXTERA ENERGY CANADA

TITLE: BORNISH 34.5kV COLLECTOR SYSTEM
WBN1-0017
UNDERGROUND CABLE LAYOUT

| | | | |
|------------------------|------------------------|-------------------------------|----------------|
| DRAWN BY: R.MONETTE | CHECKED BY: M.WASAY | APPROVED BY: K.PATEL | SHEET No. 3 |
| SCALE: NTS | DATE: 14/09/12 | DWG. No. 12039-NEC-D10-305 | REV. 3 |

AS BUILT



PROPRIETARY INFORMATION:
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2437 Glasgow St.
Strathroy, Ontario N7G 3H7
519 777 1778

willemse@drainage.com
www.willemse@drainage.com
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Farm Name
FID RHODGINS_T_24.11a
-81442056 43071775
-81436118 43069091
North

1 inch = 280.17 Feet

| Tile Sizes | Feet |
|------------|-------------|
| 2 | 106,590 |
| 4 | 4,200 |
| 6 | 800 |
| 10 | 25' Spacing |



Joanne Sadler

From: Rick Hodgins <rickhodgins@yahoo.com>
Sent: November 4, 2024 7:14 PM
To: Joanne Sadler
Subject: Concession 13 Lot 10 and West Part Lot 9 Municipal Drainage Petition
Attachments: Sylvan Acres Inc. Map.pdf; Municipal Drain Information- Con13 Lot 9 and 10.pdf; 12039-NEC-D10-305-REV-3.pdf; Bornish drive drain petition.pdf

CAUTION: This email originated from outside of the North Middlesex email system. Please use caution when clicking links or opening attachments unless you recognize the sender and know the content is safe.

Hi Joanne,

Please see attached municipal drainage application and additional information.

We would like to request that we use Spriet for the Engineering on this drainage work rather than R.Dobbin.

Please let me know if you have any questions.

All the best,

Rick Hodgins (P.Eng)
Sylvan Acres Inc.

Phone: 519-868-6117
Email: rickhodgins@yahoo.com

WARNING : CONFIDENTIALITY NOTICE - This e-mail message and any attachments thereto, are intended solely for the use of the individual or entity to which it is addressed and contains information that is confidential and may be privileged and exempt from disclosure. Any distribution, copying or disclosure is strictly prohibited. If you have received this e-mail in error, please notify the sender immediately by return e-mail and delete the message unread without making any copies. Thank you.

REPORT TO: Mayor and Members of Council Choose an item.

PREPARED BY: Felicia Krista, Economic Development & Communications Coordinator

DEPARTMENT: Economic Development

DIVISION: Economic Development

MEETING DATE: November 20, 2024

SUBJECT: CIP Application Lucan Country Gardens

PROPOSED MOTION

That Council award Lucan Country Gardens located at 34603 Richmond St, with \$1,329.37 upon completion of their proposed rural economic development project as per the Municipality's Community Improvement Plan.

STAFF RECOMMENDATION

To grant \$1329.37 to Lucan Country Gardens for construction costs, as per the Municipality's Community Improvement Plan, Rural Economic Development Program.

EXECUTIVE SUMMARY

In 2021, Council approved the implementation of the Municipality's local Community Improvement Plan (CIP) whereby providing property owners/businesses a set of tools to incentivize local business investments. This year's CIP funding stream is focussed on:

1. **Beautification**
2. **Rural Economic Development**
3. **Accessibility**
4. **Brownfield Study Program**

The application before Council relates to Lucan County Gardens located at 34603 Richmond St., Lucan, in as per the Rural Economic Development Program guidelines.

LINK TO STRATEGIC PRIORITIES

Choose an item. Choose an item.

Choose an item. Choose an item.

Plans: To Support Robust Industrial, Commercial and Residential Growth By Offering High Quality Public Spaces And Places

Choose an item. Choose an item.

Prosper: To Support Economic Strength, Foster Entrepreneurship And Attract Investment By Promoting Economic Growth Through Implementation Of The Economic Development Plan

BACKGROUND

The North Middlesex Community Improvement Plan (CIP) was approved at the May 12th, 2021, Meeting of Council. The CIP provides an incentive toolbox that can be used to support economic development and community improvement projects throughout the Municipality. Council has the option of selecting which financial incentive programs, funding methods and budget on an annual basis. Not all available programs and funding methods will be utilized annually. This year’s CIP funding stream is focused on:

1. Beautification
2. Rural Economic Development
3. Accessibility
4. Brownfield Study

In discussions/meetings with the applicant, staff have vetted the application and have confirmed that the proposed works meet the intent of our CIP; to this effect, Lucan Country Gardens has provided all relative information including 2 quotations for their proposed work. The applicant will be completing the work themselves to save costs.

DISCUSSION

In examination of the provided quotes, the proposed works within the amount of the \$5,000 threshold where Lucan Country Gardens is seeking 50% of allowable funds under the Municipality’s Community Improvement Plan up to \$5,000. The applicant is proposing to improve the road frontage display of their garden centre by replacing the front wall of their garden centre with 8mm clear polycarbonate sheeting.

FINANCIAL

Approved Operational Budget

| 2024 Opening Balance | Funds Dedicated to Date | Proposed Funding | Proposed Closing Balance |
|----------------------|-------------------------|------------------|--------------------------|
| \$20,000 | \$14,246.15 | \$1,329.37 | \$4,424.48 |

ATTACHMENT

Prepared By: Felicia Krista, Economic Development & Communications Coordinator
Approved By: Carolyn Tripp, Chief Administrative Officer

REPORT TO: Mayor and Members of Council Choose an item.

PREPARED BY: Felicia Krista, Economic Development & Communications Coordinator

DEPARTMENT: Economic Development

DIVISION: Economic Development

MEETING DATE: November 20, 2024

SUBJECT: CIP Application Four Seasons Fashions, Gifts & More

PROPOSED MOTION

That Council award Four Seasons Fashions, Gifts and More located at 214 Parkhill Main St., Parkhill with \$1380.96 upon completion of their proposed beautification project as per the Municipality's Community Improvement Plan.

STAFF RECOMMENDATION

To grant \$1380.96 to Four Seasons for professional fees, as per the Municipality's Community Improvement Plan, Beautification Program.

EXECUTIVE SUMMARY

In 2021, Council approved the implementation of the Municipality's local Community Improvement Plan (CIP) whereby providing property owners/businesses a set of tools to incentivize local business investments. This year's CIP funding stream is focussed on:

1. **Beautification**
2. **Rural Economic Development**
3. **Accessibility**
4. **Brownfield Study Program**

The application before Council relates to Four Seasons Fashions, Gifts & More located at 214 Parkhill Main St., in as per the Beautification Program guidelines.

LINK TO STRATEGIC PRIORITIES

Choose an item. Choose an item.

Choose an item. Choose an item.

Plans: To Support Robust Industrial, Commercial and Residential Growth By Offering High Quality Public Spaces And Places

Choose an item. Choose an item.

Prosper: To Support Economic Strength, Foster Entrepreneurship And Attract Investment By Promoting Economic Growth Through Implementation Of The Economic Development Plan

BACKGROUND

The North Middlesex Community Improvement Plan (CIP) was approved at the May 12th, 2021, Meeting of Council. The CIP provides an incentive toolbox that can be used to support economic development and community improvement projects throughout the Municipality. Council has the option of selecting which financial incentive programs, funding methods and budget on an annual basis. Not all available programs and funding methods will be utilized annually. This year’s CIP funding stream is focused on:

1. Beautification
2. Rural Economic Development
3. Accessibility
4. Brownfield Study

In discussions/meetings with the applicant, staff have vetted the application and have confirmed that the proposed works meet the intent of our CIP; to this effect, Four Seasons Fashions, Gifts & More has provided all relative information including 2 quotations for their proposed work.

DISCUSSION

In examination of the provided quotes, the proposed works are within the amount of the \$1,500 threshold where Four Seasons Fashions, Gifts & More is seeking 50% of allowable funds under the Municipality’s Community Improvement Plan up to \$1,500. The applicant is proposing to produce a 4’ side circular sign which will replace the existing sign of the same size on the storefront of their business. The applicant completed this application to have some of the associated professional fees reimbursed.

FINANCIAL

Approved Operational Budget

| 2024 Opening Balance | Funds Dedicated to Date | Proposed Funding | Proposed Closing Balance |
|----------------------|-------------------------|------------------|--------------------------|
| \$20,000 | \$14,246.15 | \$1,380.96 | \$4,372.89 |

ATTACHMENT

Prepared By: Felicia Krista, Economic Development & Communications Coordinator
Approved By: Carolyn Tripp, Chief Administrative Officer



BOARD OF DIRECTORS

Thursday, November 21, 2024

Ausable Bayfield Conservation Authority Administration Centre
Morrison Dam Conservation Area

10:00 a.m.

AGENDA

1. Chair's Welcome and Call to Order
2. Land Acknowledgement Statement
3. Adoption of Agenda
4. Disclosure of Pecuniary Interest
5. Disclosure of intention to record this meeting by video and/or audio device
6. Approval of Minutes from October 24, 2024
7. **Business Out of the Minutes**
 - 2025 Fee Schedule and Pay Grid Approval – Davin Heinbuck
8. **Presentation:** Investment Income Semi-Annual Report – Adam Skillen, *Skillen Investment Management*
9. **Program Reports**
 - Report 1: (a) Development Review (O Reg 41/24) – Andrew Bicknell
(b) Violations/Appeals Update – Geoff Cade
 - Report 2: Process for Administrative Review Under Section 8 of O. Reg 41/24 – Geoff Cade
 - Report 3: Conservation Lands Strategy – Nathan Schoelier
 - Report 4: Workshop Renovation Tender Process – Nathan Schoelier
 - Report 5: Risk Management Official/Inspector Appointments – Elizabeth Balfour
 - Report 6: ABCA Infrastructure Operational Plan – Daniel King
10. Committee Reports
11. Correspondence
12. New Business
13. Committee of the Whole
14. Adjournment

Upcoming Meetings and Events

December 19, 2024 Board of Directors Meeting at 2:30 p.m.
*Please Note: The December Board Meeting will be followed by the Christmas
Dinner at Ironwood Golf Club*

BOARD OF DIRECTORS MEETING

Thursday, October 24, 2024

Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area

DIRECTORS PRESENT

Ray Chartrand, Adrian Cornelissen, Joey Groot, Steve Herold, Jaden Hodgins, Dave Jewitt, Wayne Shipley, Marissa Vaughan

DIRECTORS ABSENT

Dave Marsh

STAFF PRESENT

Elizabeth Balfour, Andrew Bicknell, Tina Crown, Abbie Gutteridge, Davin Heinbuck, Brian Horner, Erik Strahl, Mari Veliz, Cristen Watt, Ellen Westelaken.

CALL TO ORDER

Chair Marissa Vaughan called the meeting to order at 10:00 a.m., welcomed everyone in attendance, and read the Land Acknowledgement Statement.

ADOPTION OF AGENDA

MOTION #BD 81/24

**Moved Ray Chartrand
Seconded by Jaden Hodgins**

“RESOLVED, THAT the agenda for the October 24, 2024, Board of Directors Meeting be approved.”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest at this meeting or from the previous meeting.

DISCLOSURE OF INTENTION TO RECORD

None.

ADOPTION OF MINUTES**MOTION #BD 82/24****Moved by Adrian Cornelissen
Seconded by Wayne Shipley**

“RESOLVED, THAT the minutes of the Board of Directors meeting held on September 19, 2024, and the Budget Committee Meeting held on October 10, 2024, and the motions therein be approved as circulated.”

Carried.BUSINESS OUT OF THE MINUTES2025 Proposed Budget

Davin Heinbuck, General Manager/Secretary-Treasurer, reminded the Board that they asked staff to provide some options for bringing the budget to a total increase of approximately 3.5 percent, 4 percent or 5 percent. Staff provided several options, including no increase in the budget for some programs, reallocating funds to cover costs, and drawing down on interest from investments or from reserves. The Board of Directors decided to choose two options (reallocation of revenue and using reserves or interest from investments) to bring the total proposed budget increase to 3.93 percent, or \$56,644 over the 2024 budget. With these adjustments made, the total combined levy would be \$1,497,266.

All Directors present were satisfied with the overall Proposed 2025 Budget with the above adjustments and agreed that it can be sent to member municipalities for review. Considering the 30-day review period, the earliest meeting at which Directors could vote on the proposed budget is December 19, 2024.

MOTION #BD 83/24**Moved by Dave Jewitt
Seconded by Ray Chartrand**

“RESOLVED, THAT the proposed amendments to the 2025 proposed budget be approved as presented, and

“FURTHER, THAT the member municipalities be advised of the 2025 Category 1 and Category 3 Operating Levy and budget, and provided with supplementary information for the 30-day review, as the weighted vote by apportionment is intended to be held at the December 19, 2024 Board of Directors meeting.”

Carried.

PROGRAM REPORTS**1. (a) Development Review**

Andrew Bicknell, Senior Regulations Coordinator, presented the Development Review report pursuant to Ontario Regulation Ontario Regulation 41/24 *Prohibited Activities, Exemptions and Permits*. Through the application process, proposed developments within regulated areas are protected from flooding and erosion hazards. Staff granted permission for 5 *Applications for Permission* and 7 *Minor Works Applications*.

(b) Violation/Appeals Update

Andrew Bicknell advised that there was no update on current violations and appeals.

MOTION #BD 84/24

**Moved by Jaden Hodgins
Seconded by Wayne Shipley**

“RESOLVED, THAT the Board of Directors affirm the approval of applications as presented in Program Report # 1 – a) Development Review and receive the verbal Violations and Appeals update as presented.”

Carried.

2. Profit and Loss Statement

Brian Horner, Financial Services Supervisor, provided the profit and loss statement to September 30, 2024, including a projection for the remaining quarter of 2024. In general, he reported that ABCA is on track with the 2024 budget. Chair Vaughan asked that staff include interest earned on future Profit and Loss Statements, or provide a verbal update.

MOTION #BD 85/24

**Moved by Joey Groot
Seconded by Dave Jewitt**

“RESOLVED, THAT the financial statement to September 30, 2024 be received as presented.”

Carried.

3. O. Reg 41/24 Mapping Updates

Tracey McPherson, GIS/IT Supervisor reminded Directors that Ontario Regulation 41/24 (Prohibited Activities, Exemptions, and Permits) and Part VI of the Conservation Authorities Act came into effect on April 1, 2024, replacing Ontario Regulation 147/06 – Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses, and it was noted in an earlier meeting that this would result in some mapping changes. The definition of a watercourse has changed to a “defined channel, having a bed and banks or sides, in which a flow of water regularly or continuously occurs.” Therefore, many of our regulated watercourses no longer meet the definition, and are typically headwater watercourses in agricultural lands.

Staff reviewed these watercourses and decided that any watercourse that has been tiled or does not have a defined channel, but has a flood estimation completed on it, will continue to be regulated under O. Reg 41/24; however, those that do not have a flood estimation will be removed from regulation. This change will reduce regulated area around watercourses by 2.5 square kilometers. Other changes to mapping include a reduction to the allowance on Provincially Significant Wetlands, which created an overall reduction of 11.5 square kilometers of regulated area. Staff recommend approval of these changes and the immediate distribution of the new polygon layers to member municipalities and counties, as well as the public web mapping application.

MOTION #BD 86/24

**Moved by Steve Herold
Seconded by Jaden Hodgins**

“RESOLVED, THAT the Ausable Bayfield Conservation Authority Board of Directors approves the mapping updates resulting from staff review as outlined in the accompanying report, O. Reg 41/24 Mapping Updates – Watercourses, and

“FURTHER, THAT the updated O. Reg 41/24 Regulated polygon layer be distributed to our municipal partners for their use in their internal mapping applications and that the layer be available on our public CA Maps web mapping application.”

Carried.

PRESENTATION

Mari Veliz, Healthy Watersheds Manager, and Cristen Watt, Water Quality Technician provided a presentation on priority places within the watershed, focusing on parts of the Ausable River Watershed. Specifically, the focus was on the Carolinian Zone and how the ABCA leverages community interest as well as provincial and national interests in this area, such as species-at-risk turtles, to help further other important watershed management issues such as flooding and erosion.

MOTION #BD 87/24

**Moved by Wayne Shipley
Seconded by Jaden Hodgins**

“RESOLVED, THAT the presentation “Ausable Priority Places – Turtles: Turning Interest into Watershed Action” be received for information.”

Carried.

COMMITTEE REPORTS

Committee Reports for the Joint Management Committee and Source Protection Committee were presented by Elizabeth Balfour, and the Arkona Lions Museum Management Committee by Abbie Gutteridge.

MOTION #BD 88/24

Moved by Ray Chartrand

Seconded by Dave Jewitt

“RESOLVED that the minutes of the Joint Management Committee meeting held on August 8, 2024, the minutes of the Source Protection Committee meeting held on September 25, 2024, and the minutes of the Arkona Lions Museum Management Committee meeting held on October 7, 2024 and the motions therein be approved as circulated.”

Carried.

CORRESPONDANCE

None.

NEW BUSINESS

1. Davin Heinbuck reported that Nathan Schoelier would be coming to the Board of Directors during the winter months with a presentation on ABCA’s phragmites management program, as requested by Directors.
2. Jaden Hodgins commended ABCA staff and the North Middlesex Trails group on their fundraiser for the Parkhill Trails, which was a dinner held at Nikos Restaurant in Parkhill on October 21, 2024. He reported that it was an excellent evening and was pleased to see it was well supported by the community as well as ABCA staff.

COMMITTEE OF THE WHOLE

None.

ADJOURNMENT

The meeting was adjourned at 11:55 a.m.

Marissa Vaughan
Chair

Abigail Gutteridge
Secretary

*Copies of program reports are available upon request.
Contact Abigail Gutteridge, Corporate Services Coordinator*

File: F.6
October 28, 2024

Carolyn Tripp
Municipality of North Middlesex
229 Main St., Box 9
Parkhill, ON, NOM 2K0

Re: Proposed 2025 Budget and Municipal Levies and Notice of Meeting

The Ausable Bayfield Conservation Authority (ABCA) Board of Directors and Staff are pleased to provide you with a copy of its proposed 2025 Budget and Municipal Levies for your information. In 2025, the ABCA will leverage each local dollar to bring in almost three additional dollars for conservation activities. All member municipalities, watershed residents and the local economy will benefit.

The proposed increase in 2025 for the combined operating levy is 3.93 percent or \$56,644. This includes the 1.39 percent Capital Levy as adopted in the Capital Asset Management Plan in 2024. The actual change for individual municipalities will vary based on the Modified Current Value Assessment formula used by the Province.

Enclosed are the following reports:

- Proposed 2025 Combined Levy by Municipality
- Proposed Special Benefitting Levy Summary
- Consolidated 2025 Budget with and without the Drinking Water Source Protection Program
- Revenue & Expenditure charts
- Levy Apportionment Analysis
- Proposed Schedule A to include with Current Cost Apportioning Agreement

Notice is hereby given pursuant to the Approval of Apportionment under subsections 25(1) and 27(1) of the Act and Amounts owing under subsection 27.2(2) of the Act. It is the Board of Directors intention to finalize and approve the budget and levy at its **December 19, 2024** meeting at 2:30 p.m. at the Ausable Bayfield Conservation Authority Administration Centre (71108 Morrison Line, R.R. 3, Exeter, Ontario, NOM 1S5).

Along with your representative, I and/or Brian Horner, Financial Services Supervisor, would be pleased to attend and review the proposed budget at a council meeting.

Sincerely,



Davin Heinbuck
General Manager/Secretary Treasurer

Encl.

cc: Estelle Chayer, Adrian Cornelissen

AUSABLE BAYFIELD CONSERVATION AUTHORITY



2025 Proposed Combined Levy by Municipality

Oct 10, 2024, Oct 24, 2024

| Municipality | 2023 MCVA % | 2024 MCVA % | 2023 Combined | 2024 Combined | 2025 MCVA % | 2025 Operating Levy | | | 2025 Total Operating Levy | | 2025 Capital | 2025 Total Combined Levy | |
|-------------------|---------------|---------------|---------------------|---------------------|---------------|---------------------|---------------------|-------------------|---------------------------|--------------|------------------|--------------------------|--------------|
| | Apportionment | Apportionment | Levy | Levy | Apportionment | Category 1 | Category 1 Projects | Category 3 | Amount | % | Levy | Amount | % |
| | | | | | | | | | | | | | |
| Adelaide Metcalfe | 2.2915 | 2.2945 | \$ 32,143 | \$ 33,055 | 2.2773 | \$ 25,701 | \$ 4,009 | \$ 3,931 | \$ 33,641 | 1.77% | \$ 456 | \$ 34,097 | 3.15% |
| Bluewater | 21.8839 | 21.7837 | \$ 306,966 | \$ 313,821 | 21.7204 | \$ 245,132 | \$ 38,233 | \$ 37,493 | \$ 320,858 | 2.24% | \$ 4,354 | \$ 325,212 | 3.63% |
| Central Huron | 3.4469 | 3.4411 | \$ 48,350 | \$ 49,573 | 3.404 | \$ 38,417 | \$ 5,992 | \$ 5,876 | \$ 50,285 | 1.43% | \$ 682 | \$ 50,967 | 2.81% |
| Huron East | 4.6418 | 4.6473 | \$ 65,111 | \$ 66,950 | 4.56 | \$ 51,463 | \$ 8,027 | \$ 7,871 | \$ 67,361 | 0.61% | \$ 914 | \$ 68,275 | 1.98% |
| Lambton Shores | 16.9402 | 17.051 | \$ 237,621 | \$ 245,640 | 17.0988 | \$ 192,974 | \$ 30,098 | \$ 29,515 | \$ 252,587 | 2.83% | \$ 3,427 | \$ 256,015 | 4.22% |
| Lucan Biddulph | 6.0321 | 6.0056 | \$ 84,612 | \$ 86,518 | 6.1156 | \$ 69,019 | \$ 10,765 | \$ 10,557 | \$ 90,341 | 4.42% | \$ 1,226 | \$ 91,567 | 5.84% |
| Middlesex Centre | 8.3445 | 8.4398 | \$ 117,048 | \$ 121,586 | 8.5528 | \$ 96,525 | \$ 15,055 | \$ 14,764 | \$ 126,344 | 3.91% | \$ 1,714 | \$ 128,058 | 5.32% |
| North Middlesex | 11.7697 | 11.6841 | \$ 165,094 | \$ 168,324 | 11.5482 | \$ 130,331 | \$ 20,328 | \$ 19,934 | \$ 170,592 | 1.35% | \$ 2,315 | \$ 172,907 | 2.72% |
| Perth South | 0.2012 | 0.1912 | \$ 2,822 | \$ 2,754 | 0.191 | \$ 2,156 | \$ 336 | \$ 330 | \$ 2,821 | 2.43% | \$ 38 | \$ 2,860 | 3.82% |
| South Huron | 18.6205 | 18.6177 | \$ 261,190 | \$ 268,211 | 18.7868 | \$ 212,024 | \$ 33,069 | \$ 32,429 | \$ 277,523 | 3.47% | \$ 3,766 | \$ 281,288 | 4.88% |
| Warwick | 0.4702 | 0.4685 | \$ 6,596 | \$ 6,749 | 0.462 | \$ 5,214 | \$ 813 | \$ 797 | \$ 6,825 | 1.12% | \$ 93 | \$ 6,917 | 2.49% |
| West Perth | 5.3576 | 5.3756 | \$ 75,151 | \$ 77,442 | 5.2833 | \$ 59,626 | \$ 9,300 | \$ 9,120 | \$ 78,046 | 0.78% | \$ 1,059 | \$ 79,105 | 2.15% |
| TOTAL | 100.00 | 100.00 | \$ 1,402,702 | \$ 1,440,622 | 100.00 | \$ 1,128,580 | \$ 176,025 | \$ 172,616 | \$ 1,477,221 | 2.54% | \$ 20,045 | \$ 1,497,266 | 3.93% |

**Ausable Bayfield Conservation Authority
Proposed Special Benefiting Levy Summary for**

2025

Municipality of North Middlesex

| Cost Sharing Agreement for Maintenance of Flood Control Structures | | | | | North Middlesex Total Flood Control Cost Share |
|--|--------------------|--------------------|---------------------|--------------------|--|
| | Annual Maintenance | | Reserve Costs | | |
| | Total Cost | Municipal Share | Total to Reserve | Municipal Share | |
| 4203 Parkhill Dam | 69,598 | 27,917 | 6,000 | 2,892 | 30,809 |
| Total | \$69,598 | \$27,917 | \$6,000 | \$2,892 | \$30,809 |

| Cost Sharing Agreement for Maintenance of Erosion Control Structures | | | | | North Middlesex Total Erosion Control Cost Share |
|--|--------------------|--------------------|---------------------|--------------------|--|
| | Annual Maintenance | | Reserve Costs | | |
| | Total Cost | Municipal Share | Total to Reserve | Municipal Share | |
| 4107 Nairn Cemetery | 1,708 | 1,282 | 250 | 225 | 1,507 |
| 4112 Stewart Gully | 1,889 | 1,422 | 500 | 450 | 1,872 |
| Total | \$3,597 | \$2,704 | \$750 | \$675 | \$3,379 |

| | | | | | |
|---------------------------------|--|--|--|--|-----------------|
| Total Special Benefiting | | | | | \$34,188 |
|---------------------------------|--|--|--|--|-----------------|

Fiscal 2024 \$33,451

**Ausable Bayfield Conservation Authority
Proposed 2025 Budget**

Oct. 10 '24, Oct 24 '24

| Account | 2024 Budget | 2024 Est Actual | 2025 Budget | Difference Difference Between 2025 & | Change |
|--|--------------------|--------------------|--------------------|--|--------------|
| ABCA 2025 Budget - Consolidated | | | | | |
| REVENUE | | | | | |
| Revenue from Operations | | | | | |
| Grants | \$435,070 | \$608,077 | \$463,821 | \$28,751 | 6.6% |
| Operating Levy - Category 1 | \$1,076,875 | \$1,076,874 | \$1,128,580 | \$51,706 | 4.8% |
| Operating Levy - Category 1 Projects | \$199,773 | \$199,770 | \$176,025 | (\$23,748) | -11.9% |
| Operating Levy - Category 2 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| Operating Levy - Category 3 | \$163,974 | \$163,978 | \$172,616 | \$8,642 | 5.3% |
| Capital Levy | \$0 | \$0 | \$20,045 | \$20,045 | 0.0% |
| Levy, Special Benefit | \$91,054 | \$91,054 | \$93,961 | \$2,907 | 3.2% |
| Levy, Special Benefit, WECl | \$0 | \$0 | \$0 | \$0 | 0.0% |
| Rental | \$62,028 | \$60,538 | \$60,587 | (\$1,441) | -2.3% |
| Conservation Area User Fees | \$121,520 | \$148,025 | \$142,600 | \$21,080 | 17.3% |
| Sales & Service | \$742,871 | \$847,941 | \$832,080 | \$89,209 | 12.0% |
| Donations | \$1,000 | \$1,090 | \$1,000 | \$0 | 0.0% |
| Interest | \$61,000 | \$72,183 | \$79,000 | \$18,000 | 29.5% |
| Partnership Contributions | \$829,580 | \$1,365,682 | \$888,775 | \$59,195 | 7.1% |
| Sundry | \$0 | \$216 | \$0 | \$0 | 0.0% |
| Deferred from Prior Year | \$1,146,870 | \$1,198,175 | \$1,088,884 | (\$57,986) | -5.1% |
| From Reserve | \$239,321 | \$145,273 | \$250,937 | \$11,616 | 4.9% |
| TOTAL REVENUE | \$5,170,935 | \$5,978,876 | \$5,398,911 | \$227,976 | 4.4% |
| EXPENSES | | | | | |
| Purchased Services | \$448,922 | \$425,414 | \$450,824 | \$1,903 | 0.4% |
| Advertising | \$9,518 | \$10,006 | \$8,283 | (\$1,235) | -13.0% |
| Memberships, Dues, Licenses | \$58,213 | \$61,553 | \$63,509 | \$5,296 | 9.1% |
| Maintenance & Repair | \$29,734 | \$26,959 | \$25,395 | (\$4,339) | -14.6% |
| Property Taxes | \$57,176 | \$50,000 | \$55,000 | (\$2,176) | -3.8% |
| Office Operations | \$128,290 | \$136,591 | \$138,418 | \$10,128 | 7.9% |
| Rental | \$11,932 | \$12,513 | \$12,320 | \$388 | 3.3% |
| Training and Development | \$27,154 | \$24,573 | \$23,685 | (\$3,468) | -12.8% |
| Travel Costs & Accom | \$14,843 | \$19,196 | \$19,700 | \$4,857 | 32.7% |
| Uniforms | \$10,712 | \$8,158 | \$8,397 | (\$2,316) | -21.6% |
| Utilities | \$44,944 | \$42,317 | \$43,146 | (\$1,798) | -4.0% |
| Vehicles & Field Equipment | \$103,058 | \$111,584 | \$122,845 | \$19,787 | 19.2% |
| Program | \$540,970 | \$762,786 | \$693,437 | \$152,467 | 28.2% |
| Board of Director's | \$29,474 | \$24,931 | \$26,477 | (\$2,997) | -10.2% |
| Wages & Benefits | \$2,784,579 | \$2,899,620 | \$3,010,561 | \$225,982 | 8.1% |
| Capital Purchases | \$125,600 | \$213,256 | \$114,502 | (\$11,098) | -8.8% |
| Amortization | \$162,073 | \$168,178 | \$160,621 | (\$1,452) | -0.9% |
| Deferred to Future Year | \$678,894 | \$1,088,884 | \$505,789 | (\$173,105) | -25.5% |
| To Reserves | \$66,922 | \$89,873 | \$76,624 | \$9,703 | 14.5% |
| TOTAL EXPENDITURE | \$5,333,008 | \$6,176,391 | \$5,559,533 | \$226,524 | 4.2% |
| Surplus/(Deficit) | (\$162,073) | (\$197,515) | (\$160,621) | \$1,452 | -0.9% |

Ausable Bayfield Conservation Authority

Proposed 2025 Budget

Oct. 10 '24, Oct 24 '24

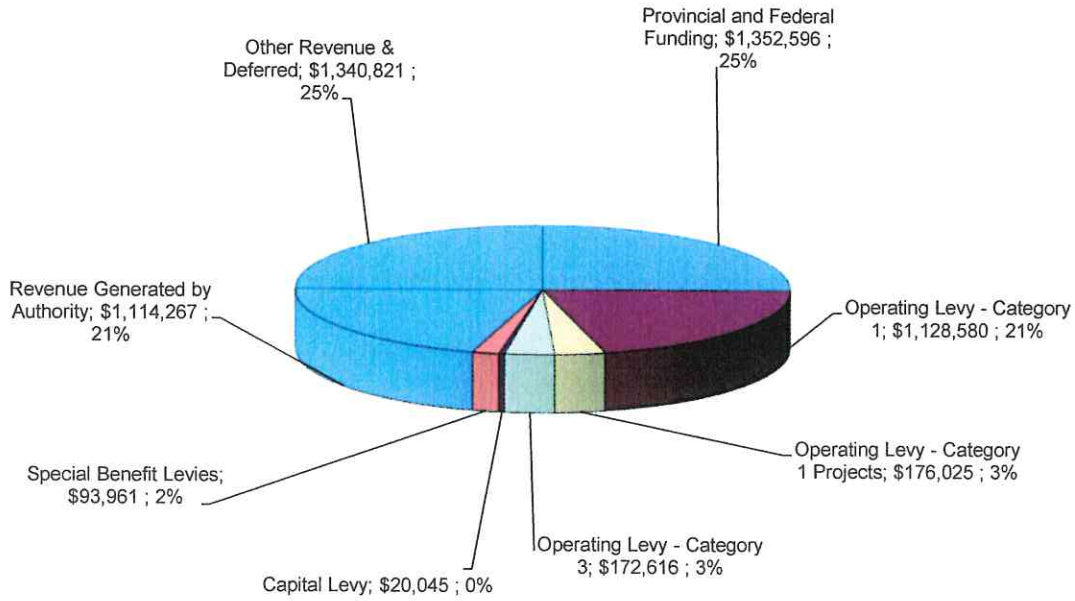
| Account | 2024 Budget | 2024 Est Actual | 2025 Budget | Difference | Change |
|---------|-------------|-----------------|-------------|------------|--------|
|---------|-------------|-----------------|-------------|------------|--------|

Difference Between 2025 & 2024 Budgets

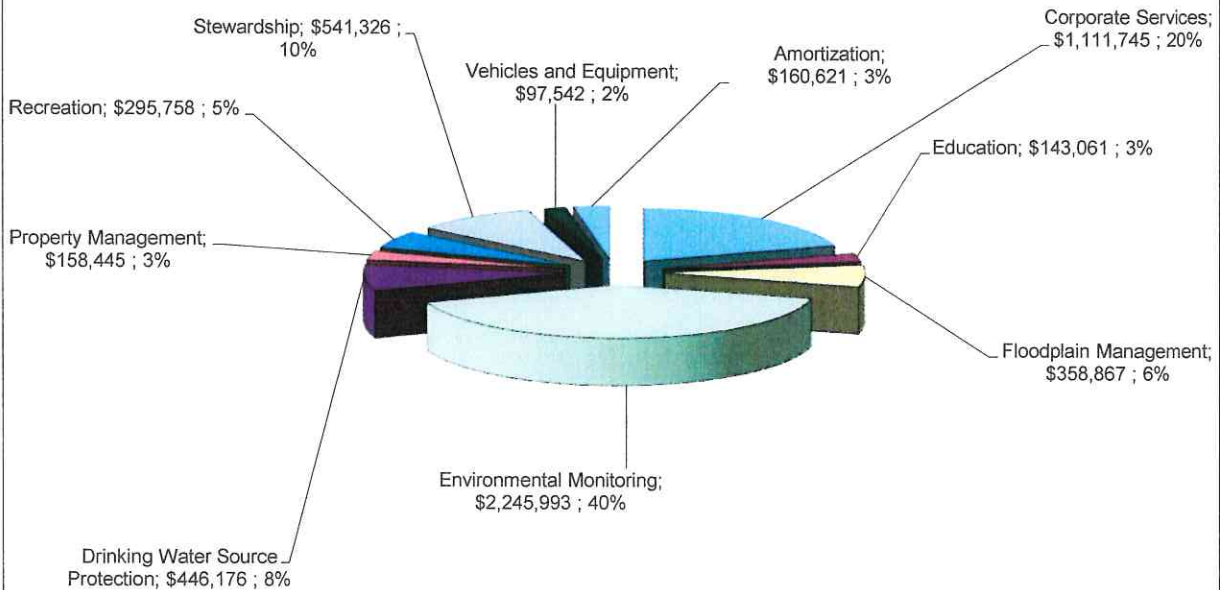
ABCA 2025 Budget - Excluding Drinking Water Source Protection

| Account | 2024 Budget | 2024 Est Actual | 2025 Budget | Difference | Change |
|--------------------------------------|--------------------|--------------------|--------------------|------------------|--------------|
| REVENUE | | | | | |
| Revenue from Operations | | | | | |
| Grants | \$183,566 | \$301,793 | \$161,396 | (\$22,170) | -12.1% |
| Operating Levy - Category 1 | \$1,076,875 | \$1,076,874 | \$1,128,580 | \$51,706 | 4.8% |
| Operating Levy - Category 1 Projects | \$199,773 | \$199,770 | \$176,025 | (\$23,748) | -11.9% |
| Operating Levy - Category 2 | \$0 | \$0 | \$0 | \$0 | 0.0% |
| Operating Levy - Category 3 | \$163,974 | \$163,978 | \$172,616 | \$8,642 | 5.3% |
| Capital Levy | \$0 | \$0 | \$20,045 | \$20,045 | 0.0% |
| Levy, Special Benefit | \$91,054 | \$91,054 | \$93,961 | \$2,907 | 3.2% |
| Levy, Special Benefit, WECl | \$0 | \$0 | \$0 | \$0 | 0.0% |
| Rental | \$62,028 | \$60,538 | \$60,587 | (\$1,441) | -2.3% |
| Conservation Area User Fees | \$121,520 | \$148,025 | \$142,600 | \$21,080 | 17.3% |
| Sales & Service | \$742,871 | \$847,941 | \$832,080 | \$89,209 | 12.0% |
| Donations | \$1,000 | \$1,090 | \$1,000 | \$0 | 0.0% |
| Interest | \$60,000 | \$71,183 | \$78,000 | \$18,000 | 30.0% |
| Partnership Contributions | \$773,580 | \$1,306,682 | \$832,775 | \$59,195 | 7.7% |
| Sundry | \$0 | \$216 | \$0 | \$0 | 0.0% |
| Deferred from Prior Year | \$994,421 | \$1,122,632 | \$1,002,134 | \$7,713 | 0.8% |
| From Reserve | \$239,321 | \$145,273 | \$250,937 | \$11,616 | 4.9% |
| TOTAL REVENUE | \$4,709,982 | \$5,537,050 | \$4,952,736 | \$242,753 | 5.2% |
| EXPENSES | | | | | |
| Purchased Services | \$424,422 | \$401,914 | \$421,624 | (\$2,797) | -0.7% |
| Advertising | \$8,718 | \$9,206 | \$7,483 | (\$1,235) | -14.2% |
| Memberships, Dues, Licenses | \$58,213 | \$61,003 | \$63,509 | \$5,296 | 9.1% |
| Maintenance & Repair | \$29,734 | \$26,959 | \$25,395 | (\$4,339) | -14.6% |
| Property Taxes | \$57,176 | \$50,000 | \$55,000 | (\$2,176) | -3.8% |
| Office Operations | \$106,686 | \$115,241 | \$116,398 | \$9,712 | 9.1% |
| Rental | \$3,532 | \$3,913 | \$3,780 | \$248 | 7.0% |
| Training and Development | \$25,854 | \$24,073 | \$21,685 | (\$4,168) | -16.1% |
| Travel Costs & Accom | \$12,743 | \$15,296 | \$15,700 | \$2,957 | 23.2% |
| Uniforms | \$10,012 | \$7,458 | \$7,697 | (\$2,316) | -23.1% |
| Utilities | \$43,287 | \$40,517 | \$41,296 | (\$1,991) | -4.6% |
| Vehicles & Field Equipment | \$101,038 | \$109,934 | \$121,345 | \$20,307 | 20.1% |
| Program | \$540,420 | \$759,986 | \$692,637 | \$152,217 | 28.2% |
| Board of Director's | \$15,785 | \$12,231 | \$12,537 | (\$3,248) | -20.6% |
| Wages & Benefits | \$2,502,194 | \$2,623,394 | \$2,718,861 | \$216,667 | 8.7% |
| Capital Purchases | \$125,600 | \$213,256 | \$114,502 | (\$11,098) | -8.8% |
| Amortization | \$162,073 | \$168,178 | \$160,621 | (\$1,452) | -0.9% |
| Deferred to Future Year | \$577,646 | \$1,002,134 | \$436,663 | (\$140,983) | -24.4% |
| To Reserves | \$66,922 | \$89,873 | \$76,624 | \$9,703 | 14.5% |
| TOTAL EXPENDITURE | \$4,872,055 | \$5,734,564 | \$5,113,357 | \$241,301 | 5.0% |
| Surplus/(Deficit) | (\$162,073) | (\$197,515) | (\$160,621) | \$1,452 | -0.9% |

2025 Revenue Budget - \$5,398,911



2025 Expense Budget - \$5,559,533



Ausable Bayfield Conservation Authority
Levy Apportionment Analysis
Values Determined by MNR (MECP) - Based on Data provided by MPAC

| <u>Year</u> | <u>% In Watershed</u> | <u>Current Value Assessment Provided by MNRF in the ABCA Watershed</u> | | <u>CVA Based %</u> | <u>Proposed Combined Levy</u> | <u>Overall Increase (Decrease)</u> | |
|-------------|---------------------------|--|----------------------|----------------------------|---------------------------------------|--|--------------|
| | | <u>Municipality</u> | <u>\$ Amount</u> | | | <u>\$</u> | <u>%</u> |
| 2021 | 100 | North Middlesex | 1,073,863,381 | 11.9204% | 159,300 | | |
| | | Other Municipalities | 7,934,764,877 | 88.0796% | 1,177,070 | | |
| | | Total | 9,008,628,258 | 100.00% | 1,336,370 | | |
| 2022 | 100 | North Middlesex | 1,068,922,979 | 11.7664% | 161,056 | 1,756 | 1.10% |
| | | Other Municipalities | 8,015,596,690 | 88.2336% | 1,207,723 | 30,653 | 2.60% |
| | | Total | 9,084,519,669 | 100.00% | 1,368,779 | 32,409 | 2.43% |
| 2023 | 100 | North Middlesex | 1,083,065,914 | 11.7697% | 165,094 | 4,037 | 2.51% |
| | | Other Municipalities | 8,119,090,841 | 88.2303% | 1,237,608 | 29,886 | 2.47% |
| | | Total | 9,202,156,755 | 100.00% | 1,402,702 | 33,923 | 2.48% |
| 2024 | 100 | North Middlesex | 1,099,509,291 | 11.6841% | 168,323 | 3,229 | 1.96% |
| | | Other Municipalities | 8,310,833,975 | 88.3159% | 1,272,299 | 34,691 | 2.80% |
| | | Total | 9,410,343,266 | 100.00% | 1,440,622 | 37,920 | 2.70% |
| 2025 | 100 | North Middlesex | 1,104,507,496 | 11.5482% | 172,907 | 4,584 | 2.72% |
| | | Other Municipalities | 8,459,847,967 | 88.4518% | 1,324,359 | 52,060 | 4.09% |
| | | Total | 9,564,355,463 | 100.00% | 1,497,266 | 56,644 | 3.93% |

Schedule A – Category 3 Programs and Services Requiring Municipal Financial Support Through Cost Apportioning

SERVICE AREAS

Through subsection 21.1.2 of the *Conservation Authorities Act*, Conservation Authorities (CAs) are empowered to provide programs and services it determines are advisable to further the purposes of the Act, to municipalities through an agreement. The Act defines these programs as Category 3.

The following ABCA Category 3 service areas are core components of integrated watershed management and have been provided for decades. They are in the ABCA Community Conservation Strategy (2011) and Watershed Management Strategy (2015) and have become valued by the watershed community. These programs and services are funded by a variety of sources: municipal levy, self-generated (user fees, donations, foundations etc.) as well as provincial and federal funding.

Financial summary of Category 3 programs requiring municipal funding support

| Financial Summary of Category 3 Programs | Year 2025 |
|--|-----------------|
| Total Program Cost | \$910,858 |
| Federal/Provincial Contribution | \$240,129 |
| Self-Generated Revenue | \$498,113 |
| Total Municipal Apportionment for this program | \$172,616 |
| Municipality of North Middlesex Apportionment | \$19,934 |

SERVICE AREA: WATERSHED AND SUB-WATERSHED STRATEGIES AND PROJECTS

Program description: Created for a drainage area, plans incorporate information on current watershed conditions and identify measures to protect, conserve and restore the watershed. Plans address natural hazard issues and recommends mitigation impacts from potential future land uses. The ABCA also facilitates community-based watershed strategies.

Program details: The ABCA works with communities to develop and implement subwatershed strategies. Activities include: community engagement and objective setting, supporting protection, enhancement and restoration activities, monitoring and evaluating actions. Note:

Natural hazard considerations will be incorporated when the current plans are reviewed and updated.

Current plans include Ausable River Action Plan, Old Ausable Channel Management Plan, Main Bayfield Watershed Plan, and Bayfield North Watershed Plan. The ABCA supports local communities in addressing their ecosystem interests and issues with strategies that have smaller and more relevant watershed boundaries.

In the Natural Heritage Systems Implementation Phase, the ABCA incorporates natural heritage information particularly around wetlands to develop planning and regulatory strategies to mitigate downstream natural hazards.

Note: Watershed planning related to natural hazards is a Category 1 program.

Financial Information

| Watershed & Subwatershed Strategies & Projects | Year 2025 |
|---|------------------|
| Total Program Cost | \$172,229 |
| Federal/Provincial Contribution | \$147,729 |
| Self-Generated Revenue | Nil |
| Total Municipal Apportionment for this program | \$24,500 |
| Municipality of North Middlesex Apportionment | \$2,829 |

SERVICE AREA: ENVIRONMENTAL MONITORING AND RESEARCH

Program Description: Groundwater and surface water sites are monitored for a variety of indicators to support flood forecast and warning, low water response, watershed report cards, watershed plans, and stewardship project prioritization. Service Area 2 provides significant information to help guide municipal decision making and implement their legislated responsibilities. The program is a partnership of the municipal, provincial and federal governments and community organizations.

Program Details: Surface water quality monitoring is completed at nine sites in West Perth, Bluewater, Central Huron, Lambton Shores, and North Middlesex (in addition to Provincial Water Quality Monitoring Network), Lake Huron nearshore water monitoring at area beaches, edge-of-field monitoring at Huronview Demonstration Farm near Clinton, benthic monitoring at

30 sites across the watersheds. When appropriate, staff will respond to local spills events at the request of Ministry of Environment, Conservation and Parks, municipalities and citizens.

The main method of reporting on local watershed conditions is through the Watershed Report Card. The ABCA watershed is divided into 16 subwatersheds. Measuring increases understanding of the watershed, focuses efforts and tracks progress. The next Watershed Report Card is scheduled to be released in 2027.

Municipalities and citizens can receive data on local water quality conditions upon request. For some programs, data are available on line.

Note: These monitoring sites are in addition to the Provincial Water Quality and Groundwater Monitoring Network that have sites in West Perth, Huron East, South Huron, Central Huron, Bluewater, Lucan Biddulph, Middlesex Centre and North Middlesex. Biomonitoring stations for fish and indicators of river health are located in all Municipalities.

Financial Information

| Environmental Monitoring & Research | Year 2025 |
|--|----------------|
| Total Program Cost | \$54,242 |
| Federal/Provincial Contribution | Nil |
| Self-Generated Revenue | \$3,742 |
| Total Municipal Apportionment for this program | \$50,500 |
| Municipality of North Middlesex Apportionment | \$5,832 |

SERVICE AREA: WATERSHED STEWARDSHIP AND RESTORATION

Program Description: The stewardship and restoration program has three key components: one-on-one technical assistance to watershed landowners, connecting landowners with cost-share funding, and tree planting. Projects will reduce the risk to life and property from natural hazards, protect water quality and quantity, improve forest conditions, increase biodiversity and make the watersheds more resilient to climate change. The program is delivered throughout the watersheds. Projects benefit the site and downstream communities.

Program Details: Staff will work with property owners to implement Best Management Practices to mitigate flood and erosion hazards, improve and protect water quality, restore floodplains and river valleys, reduce nutrient contamination, restore and enhance wetlands to

reduce flooding peaks and augment low flow, manage terrestrial non-native invasive species, protect groundwater, and improve aquatic species at risk habitat. Staff apply for and manage external funding, promote private land stewardship, provide technical advice and project technical design assistance.

Coordinating the Watershed Stewardship and Restoration program with the Environmental Monitoring and Research program allows for stewardship project prioritization. Prioritizing projects connects landowners with additional cost-sharing funding to best meet the needs of the community, and the environment, and leverages the contributions of local funds with other programs.

Financial Information

| Watershed Stewardship & Restoration | Year 2025 |
|--|------------------|
| Total Program Cost | \$541,326 |
| Federal/Provincial Contribution | \$92,400 |
| Self-Generated Revenue | \$409,338 |
| Total Municipal Apportionment for this program | \$39,588 |
| Municipality of North Middlesex Apportionment | \$4,571 |

SERVICE AREA: CONSERVATION EDUCATION AND COMMUNITY OUTREACH

Program Description: Education and outreach programs increase knowledge and awareness in children and adults about local environmental issues, watersheds, ecosystems and conservation actions people can implement on their lands. Programs are linked to ABCA priorities.

Program Details: Staff provide curriculum-based education programs for elementary and secondary students. These programs focus on local watersheds, ecosystems, and environmental issues. Programs take place at schools (indoors and outdoors), field trips and through online learning.

Education and outreach programs and community events help achieve the objectives of the conservation authority. These programs are open to people of all ages.

Financial Information

| Education & Outreach | Year 2025 |
|--|------------------|
| Total Program Cost | \$143,061 |
| Federal/Provincial Contribution | Nil |
| Self-Generated Revenue | \$85,033 |
| Total Municipal Apportionment for this program | \$58,028 |
| Municipality of North Middlesex Apportionment | \$6,702 |

Draft Approved for Circulation



**MUNICIPALITY OF NORTH MIDDLESEX
MUNICIPAL GOVERNANCE AND POLICY COMMITTEE
MEETING MINUTES
October 23, 2024**

The Meeting for the Policy Committee was held on October 23, 2024, at the Shared Services Centre.

CALL TO ORDER

Meeting was called to order at 2:03 p.m.

ROLL CALL

Present: Council - Councillor Chuck Daigle (Chair)
Mayor Brian Ropp
Deputy Mayor Paul Hodgins

Staff - Carolyn Tripp, CAO
Ralph D'Alessandro, Interim Treasurer
Jaden Hodgins, Director of Infrastructure and Operations
Alan Bushell, Director of Corporate Services/Clerk
Brandon Drew, Director of Community Services
Greg Vandenheuvel, Director of Emergency Services/Fire Chief
Mandy Walker, Revenue and Taxation Coordinator
Donna VanHooydonk, Secretary

MINUTES OF PREVIOUS MEETINGS

P. Hodgins/B. Ropp That the August 14, 2024, Policy Committee Meeting Minutes be accepted as presented. **CARRIED**

PROVISION FOR PECUNIARY INTEREST

None

DEFERRED POLICIES

Sewer Use Policy

Jaden Hodgins reported that he is still consulting with County legal regarding this policy and will be in receipt of this by the end of this week, the policy will be ready for the the next policy committee meeting agenda.

Water Charges Exception Policy

Jaden Hodgins and Mandy Walker presented their notes with respect to the proposed Water Charges Exception Policy. The proposed policy will be a comprehensive update to the current

Utility Billing and Collection Policy FP.09.V1, replacing this policy. The Director of Infrastructure and Operations and the Revenue and Taxation Coordinator reported that they have been working together on updating the existing policy regarding water and wastewater billing processes and procedures with the goal of improving some of the following ongoing issues and challenges. These include, but are not limited to the following:

1. Better documentation. Currently, there are no written processes how/why the 3-year average billing is used for the water and wastewater base charges.
2. The 3-year billing structure leads to issues and challenges with certain situation. As examples:
 - a. If someone has a significant water leak, they will “pay” for this leak for three years, due to their 3-year average consumption being affected by the large water consumption from the leak. The Municipality does not have a process for handling these situations, and in the past the Treasurer has not made exceptions/corrections for leaks.
 - b. If a large water user (farmer) decides to discontinue use of municipal water for a barn (e.g., because they have installed a well, or no longer have livestock), with the current structure, they are paying high water rates for three years based on past consumption, which many people think is unfair.
3. There are certain situations where a farm or agricultural property is a high-water user and has a dwelling or building connected to sewers, but only a fraction of the water being used is going to the sewer (with the rest going to a barn/agricultural use). There is not a defined process for having some properties in high water categories but lower sewer categories, although some properties have this set up.

To Address these issues, staff are recommending the following:

Item 1 (3-year average billing, and existing policy)

- i) Do a complete and comprehensive update to the existing Utility Collection and Billing Policy.
- ii) Ensure that the updated policy is clearly written, practical and addresses the various issues and challenges with the Municipality’s current water/wastewater billing practices.
- iii) Clearly document how the three-year average billing works, including steps in the procedure for doing the annual update of putting customers in their respective billing categories.
- iv) Review other municipalities’ similar policies to seek out best practices in water/wastewater billing policies.
- v) Define roles and responsibilities within the policy (e.g., who has authority to make billing adjustments?).

Item 2 (challenges with the three-year average consumption billing model)

- i. Create a water/wastewater billing adjustment procedure and include this within the updated Utility Collection and Billing Policy. The adjustment procedure would allow staff to fairly and equitably address billing issues that may arise due to the 3-year average billing model.

- ii. Example 1: if a customer has a major water leak which then gets repaired, they still must pay for the water and sewer consumption, but their account should be “adjusted” so that they do not have to pay for it for the next three years (through increased base rates).
- iii. Example 2: A customer has a barn full of animals and uses an average of 8,000 m³ of water per year. They decide to sell all their animals and abandon the barn, but still use municipal water for their house. Their water account should be “adjusted” so that they are not paying the base rate based on the previous three years when there was a barn and animals.

Item 3 (unique situations)

- i. The updated policy should give staff the necessary authority and guidance to deal with unique billing arrangements, such as the one highlighted above (agricultural property connected to sanitary sewer).

Additional items for discussion and consideration:

- A. The current billing structure has the majority of average customers within the 75 to 250 m³ per year category. The upper limit of 250 m³/year may disincentivize customers from conserving water. Do we want to look at different “blocks” of base charges, so that amount of consumption has more of an effect?
- B. The way the rates are currently set up, there are two different consumption charges: customers who use 0-75 m³/year pay \$0.48/m³, customers above 75 m³/year pay \$0.96/m³. Note that \$0.48/m³ is cheaper than the price the municipality pays for water from Lake Huron. Staff would recommend just having one single consistent consumption charge for water.
- C. When a new customer opens a water/sewer account, they must be placed into one of the billing categories (without any prior consumption to reference). Current practice has been to put new customers in the 75-250 m³/year category. This may be unfair if they are actually low water users (<75m³) or high-water users (>250m³). This should be clarified in the updated policy.
- D. There have been situations where water meters have malfunctioned and read zero for several years. Once a new meter is installed and water consumption goes up, should the water account be “adjusted” to go into the proper category?

Staff will continue to work on updating the Utility Collection and Billing Policy, and an updated policy will be brought back to the committee for review.

NEW AND EXISTING POLICIES FOR REVIEW

Video Monitoring Policy:

The Director of Community Services presented the updated Video Monitoring Policy. The purpose of bringing this forward is to update the persons/positions that may review the information recorded. The first version of the policy only allowed for the Municipal Clerk,

Manager of Recreation and Facilities and the CAO to review recorded surveillance. Firstly, there was the title change update for the Manager of Recreation and Facilities to the Director of Community Services. It was suggested further that this also be extended to the following positions:

- Designate of the Municipal Clerk
- Designate of the Director of Community Services
- Director of Emergency Services/Fire Chief or designate
- Human Resources Coordinator

Further, it was suggested to add “All staff shall have permission to view the live footage from the monitors at the physical facilities.

Following a discussion, the committee recommends the following:

P. HODGINS/C. TRIPP

That the committee recommends to Council the updated version of the Video Monitoring Policy to reflect the recent title change as well as the positions that may review the video footage. It is further recommended that this policy be reviewed every 4 years rather than annually.

CARRIED

Gym Membership Policy:

The HR Coordinator presented the Gym Membership Policy. The current policy aligns with the Collective Agreement benefit for a 50% the cost of a personal YMCA membership (employee only) upon presentation of receipts. Effective August 31, 2024, the YMCA ceased its operations, and effective September 1, 2024 Damen Optimal Health Team Fitness took over the gym. The proposed policy reflects the updated provider of the gym.

B. ROPP/C. TRIPP

That the committee recommends to Council the updated provider, Damen Optimal Health and Fitness for the employee Gym Membership.

CARRIED

OTHER BUSINESS

The Interim Treasurer questioned if there was a Finance Policy with respect to the Asset Management obligations – April 1, 2022. This would include recognition of the asset. As an example, closure and post closure obligations associated with landfills; Measurement, Recovery, Disclosure and Departmental Financial Statements.

Ralph further highlighted the importance of the five accounting principles for municipalities which help to maintain the integrity of their financial practices and foster trust among residents and stakeholders. As an example, Financial Statements must be prepared consistently from year to year, allowing for comparability and transparency in reporting financial performance and position. This ensures that we are providing an accurate picture of the municipality’s financial health.

POLICIES FOR REVIEW – November 8, 2024

Deferred:

- Sewer Use By-law (Jaden Hodgins)
- Water Charges Exception Policy (Jaden Hodgins, Mandy Walker)
- Electronic Sign Policy (Brandon Drew, Felicia Krista)
- EDAC – Terms of Reference (Felicia Krista)

ADJOURNMENT

M. Walker/R. D'Alessandro That the meeting be adjourned at 3:22 p.m.

CARRIED

DRAFT



**MUNICIPALITY OF NORTH MIDDLESEX
MUNICIPAL GOVERNANCE AND POLICY COMMITTEE
SPECIAL MEETING MINUTES
November 8, 2024**

The Meeting for the Policy Committee was held on November 8, 2024, at the Shared Services Centre.

CALL TO ORDER

Meeting was called to order at 2:00 p.m.

ROLL CALL

Present: Council - Councillor Chuck Daigle (Chair)
Mayor Brian Ropp

Staff - Carolyn Tripp, CAO
Ralph D'Alessandro, Interim Treasurer
Jaden Hodgins, Director of Infrastructure and Operations
Alan Bushell, Director of Corporate Services/Clerk (Secretary)
Brandon Drew, Director of Community Services
Greg Vandenheuvel, Director of Emergency Services/Fire Chief
Mandy Walker, Revenue and Taxation Coordinator

MINUTES OF PREVIOUS MEETINGS

B. Ropp/C. Tripp That the November 23, 2024, Policy Committee Meeting Minutes be accepted as presented. **CARRIED**

PROVISION FOR PECUNIARY INTEREST

None

DEFERRED POLICIES

Sewer Use Policy

C. Tripp/M. Walker THAT the Sewer Work and Drainage Works by-law be accepted for information. **CARRIED**

Water Charges Exception Policy

Director Hodgins provided an updated version of the policy, created after Agenda publication.

B. Ropp/C. Tripp THAT the policy be forwarded as amended to Council for consideration. **CARRIED**

NEW AND EXISTING POLICIES FOR REVIEW

EDAC – Terms of Reference:

This item has been tabled until December 2024.

Electronic Sign Policy:

Brandon Drew provided an update and overview of the policy.

B. Ropp/M. Walker THAT the Electronic Sign Policy be approved as presented;
AND THAT the policy be forwarded to Council for consideration.
CARRIED

Firefighter Employment Status Policy:

Greg Vandenheuval provided an update and overview of the policy.

B. Ropp/C. Tripp THAT the report be accepted as information.
AND THAT policy be forwarded to council for consideration.
CARRIED

Firefighter Remuneration Policy:

Greg Vandenheuval provided an update and overview of the policy.

C. Tripp/ G. Vandenheuval THAT policy be forwarded to council for consideration.
CARRIED

OTHER BUSINESS

ADJOURNMENT

B. Ropp/C. Tripp THAT the meeting be adjourned at 3:45 p.m.
CARRIED

REPORT TO: Mayor and Members of Council

PREPARED BY: Greg Vandenheuvel, Director of Fire and Emergency Services

DEPARTMENT: Fire and Emergency Services Department

DIVISION: Fire Department

MEETING DATE: November 20, 2024

SUBJECT: Employment Status of Firefighters

PROPOSED MOTION

That Council accept this report and approve the Employment Status of Firefighters policy.

STAFF RECOMMENDATION

That North Middlesex firefighters continue to be considered 'volunteers', not as casual employees of the Municipality.

EXECUTIVE SUMMARY

Based on consultation with an outside law firm, it was determined the Municipality can maintain the status quo and that the firefighters do not need to be recognized as casual employees. Alternatively, Council may choose to consider the firefighters as employees, providing them with the opportunity to contribute to an OMERS pension, the Canada Pension Plan, and other benefits such as vacation pay provided by the Employment Standards Act.

LINK TO STRATEGIC PRIORITIES

Plans: To Support Robust Industrial, Commercial and Residential Growth By Developing A Safe And Secure Municipality

BACKGROUND

Effective January 2023, the Ontario Municipal Employees Retirement System (OMERS), allowed for non-full-time employees to be eligible for enrollment. This decision triggered

many municipalities to consider whether their ‘volunteer’/paid-on-call firefighters should be deemed to be employees. Some larger, composite Departments made the decision to consider their non-full-time firefighter’s casual employees, providing them with access not only to OMERS, but also provisions of the Employment Standards Act.

Council directed staff to obtain a legal opinion based on the circumstances under which North Middlesex firefighters work. A law firm was retained, and an opinion was received indicating that the status quo, that North Middlesex firefighters do not have to be considered to be employees, was received.

The Fire Committee and the Policy Committee have recommended the policy, Employment Status of Firefighters (FD-2024-4) be approved.

DISCUSSION

Reclassifying North Middlesex firefighters as casual employees would result in significant increases to the costs of employing them, with minimal benefit to the firefighters.

FINANCIAL

Approved Operational Budget

ATTACHMENT

Prepared By: Greg Vandenheuvel. Director of Fire and Emergency Services
Approved By: Carolyn Tripp, Chief Administrative Officer

| | |
|--------------------------|-----------------------------------|
| Category: | Fire |
| Subject: | Employment Status of Firefighters |
| Policy Number: | FD-2024-4 |
| Version: | 1 |
| Review Frequency: | As required. |
| Approved by: | Council |
| Approval Date: | |
| Notes: | |

Intent

To clearly define that it is the intent of the Municipality to consider members of the North Middlesex Fire Department not as casual employees.

Background

Effective January 2023, OMERS (the Ontario Municipal Employees Retirement System) allowed non-full-time employees to be eligible for enrollment. In order to be enrolled, a person had to be considered an 'employee'. Across the province, there was much discussion as to whether volunteer/paid-on-call firefighters are employees of the municipality in which they serve.

A legal opinion was sought and delivered in October 2024. It was the opinion of the retained firm that North Middlesex has the option of continuing to regard the firefighters, not as casual employees.

Guidelines

Members of the Fire Department who are not full-time employees will not be deemed to be employees of the Municipality, thereby precluding them from participating in OMERS along with other programs that include employees.

There is no change to their coverage under existing programs such as WSIB (Workplace Safety and Insurance Board) or the Employee Assistance Program.

There is no change to any of the policies guiding their work as firefighters.

REPORT TO: Mayor and Members of Council

PREPARED BY: Greg Vandenheuvel, Director of Fire and Emergency Services

DEPARTMENT: Fire and Emergency Services Department

DIVISION: Fire Department

MEETING DATE: November 20, 2024

SUBJECT: Update to Firefighter Remuneration Policy

PROPOSED MOTION

That Council accept this report and approve the revised Firefighter Remuneration Policy (FD-2024-3).

STAFF RECOMMENDATION

That the Firefighter Remuneration Policy be accepted.

EXECUTIVE SUMMARY

The hourly rate and the honorariums paid to the Department Officers have been updated to reflect the 2024 rate (2023 rate plus a 2.7% increase). Members will also be paid an amount equivalent to vacation pay, effective December 1, 2023.

LINK TO STRATEGIC PRIORITIES

Plans: To Support Robust Industrial, Commercial and Residential Growth By Developing A Safe And Secure Municipality

BACKGROUND

The greatest benefit to the North Middlesex firefighters, had they been considered to be employees of the Municipality would be the entitlement to vacation pay as stipulated by the Employment Standards Act.

Paying the equivalent of the vacation pay provides the benefit to the firefighters with minimal cost to the Municipality.

The Fire Committee and the Policy Committee have recommended the policy, Firefighter Remuneration (FD-2024-3) be approved.

DISCUSSION

The payment of vacation pay will have minimal impact on the Department’s budget, but will help with morale, and possibly recruitment and retention of firefighters.

FINANCIAL

Approved Operational Budget

ATTACHMENT

Prepared By: Greg Vandenheuvel, Director of Fire and Emergency Services

Approved By: Carolyn Tripp, Chief Administrative Officer

Category: Fire
Subject: Employment Status of Firefighters
Policy Number: FD-2024-3
Version: 2
Review Frequency: Four Years
Approved by: Council
Approval Date:
Notes:

Intent

To provide direction on standardized honorarium, the hourly rate and pay per call (point) remuneration for North Middlesex Fire Department members..

Guidelines

An annual honorarium is paid to the Officer positions to acknowledge the administrative responsibilities and level of commitment required of these positions.

| Officer Position | Annual Honorarium |
|-------------------------|--------------------------|
| District Chief | \$ 4,403.47 |
| Training Chief | \$ 4,403.47 |
| Training Captain | \$ 1,417.26 |
| Captain | \$ 1,076.32 |
| Station Training Office | \$ 513.50 |
| Chaplain | \$ 256.75 |

Hourly rates are paid to Officers and Firefighters for attending training and performing other scheduled activities such as truck checks, public education and fire prevention events.

The hourly rate of \$20.60 (2024) and honorariums increase by the same rate as other non-union staff annually.

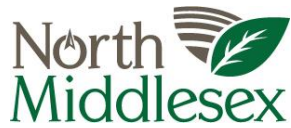
Firefighters and Officers are paid to attend emergency calls with a 'point'. The value of a 'point' is determined at year-end when wages, honorariums and an amount equivalent to vacation pay of 6% of total earnings are subtracted from the budgeted wages. The

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remainder of the budgeted amount is divided by the number of points earned during the year. A point is earned for each six hours (or less) spent in response to an emergency. When a response exceeds six hours, a second 'point' is earned.

Pay is calculated from December 1 to November 30 of the following year and paid on the first municipal pay date in December.

DRAFT



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| | |
|--------------------------|--|
| Section: | Financial Policies |
| Subject: | Community Development Fund Policy |
| Policy Number: | AD-07-2024 |
| Version: | 6 |
| Review Frequency: | Annually |
| Approved by: | Council Approved |
| Approval Date: | TBD |
| Notes: | Program Subject to annual Operational Budget |

Legislative Authority: *Ontario Municipal Act, 2001, as amended*

Purpose:

The purpose of this policy is to establish a policy, procedures and criteria to handle in a fair, open and responsive manner, requests from community organizations for funding assistance from the Municipality of North Middlesex that contributes to the enjoyment, health and well-being of the communities within the Municipality.

Objective

- i) To financially assist community groups and organizations to undertake capital projects/purchases that are available for public use or will enhance public use of a space or facility.
- ii) To financially assist community groups and organizations that offer programs or projects which provide a benefit or service to improve the well-being of the Municipality and may apply ~~to~~ due to at least one of the following funding ~~categories~~ justifications: (1) Community Vibrancy ~~Fund~~; (2) ~~O~~ngoing program funding; (3) multi-year project funding; or (4) In-kind ~~cash~~-assistance for facility rentals.
- iii) To financially assist municipalities who have declared a state of emergency and who require matching funds.
- iv) To financially assist organizations with a non-profit charitable cause who visit the Municipality during a major cross-Ontario or cross-Canada fundraising effort.

Policy:

- i) Prior to consideration of the budget for the following year, an ad will be prepared by the ~~Clerk~~ Director of Economic Development & Community Services and posted in the area newspaper and on the municipal website regarding the Community Development Funding Assistance Program.
- ii) Community groups and organizations wishing to apply for funding assistance ~~in one of the categories,~~ noted in Objective i) are required to apply by submitting a completed current application form with all required supporting documents to the Clerk on or before November 30th of the year preceding the request for funding assistance. Receipt of all applications will be acknowledged in writing by the Clerk.
- iii) A Funding Review Committee consisting of the Mayor and Two (2) appointed Council representatives, along with the Treasurer or designate, will review the applications for conformance eligibility and supporting documentation. The Clerk will sit on the committee as a recording staff member.
- iv) Following the review, those applications considered ineligible will be returned to the organization with a letter from the Clerk noting the reason(s) the application was rejected. Those applications deemed eligible will be included in the Preliminary Budget for Council's consideration.
- v) Organizations whose applications are either approved or not approved upon Council's approval of the budget will receive a letter informing them whether the funding will be received or if not, the reason the application was not approved.
- vi) Due to budget constraints, funding assistance in any one year is not to be regarded as an ongoing funding commitment by the Municipality.
- vii) Funds may be provided for project activities already receiving municipal funds through other programs (i.e. Community Vibrancy Fund).
- viii) Council may authorize other funding amounts during consideration of the budget or throughout the year or reallocate funding within these policy categories depending on the implications on the budget.
- ix) Grants will not be considered where a project or event has an anticipated profit being generated for the applicant or an organization.



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- x) Staff will provide a letter of support, on behalf of the Municipality, for community organizations seeking other funding provided that such funding supports the wellbeing of the entire municipality.
- xi) Projects or events must not have already been completed when applying for funding. Requests for funding for a project or event must be completed or take place within the year of which it is approved.

Eligibility Criteria:

- i) Funding assistance is available only to non-profit community groups and organizations whose goal and purpose is to provide a service or benefit to the community and does not restrict access to membership in the organization itself or its committees.
In-kind assistance, may be considered to individuals or organizations not explicitly qualifying under this section.
- ii) All organizations applying for funding must meet two of the following requirements:
 - 1) the office is located in the Municipality of North Middlesex;
 - 2) ___ their activities or services benefit the Municipality; or,
 - 3) ___ the majority of participants are residents of the Municipality.
- iii) Organizations applying for funding must provide charitable, recreational, cultural, arts, environmental, special event programs or special services to the community.
- iv) Applications for funding will only be considered when submitted by the President, Chair or Executive Director and Treasurer of the organization.
- v) Organizations applying must provide the following documents:
 - the names of the Executive Members of the organization applying
 - a copy of the previous year's financial report or audited statement
 - an approved draft budget for the current year
 - recently approved resolution from the organization regarding the request for funding
 - Proof of project/Event completion by way of invoices and/or pictures for previous year(s) funding
 - Proof of facility booking contract for requested dates (under Cash Assistance for Facility Rental component)



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- vi) Organizations applying for funding must demonstrate that they are seeking and/or are receiving alternate sources of financial support on an on-going basis to achieve self-sufficiency. The Municipal funding assistance should not be the sole funding source.
- vii) Preference will be given to those applicants who demonstrate diverse sources of funding.

Fund Categories:

1. Community Vibrancy Funds

This category supports the aims of the Community Vibrancy Agreement and the funds received from Bornish Wind GP, Inc. regarding the receipt, expenditure and administration of the amenities fees. The limit per any project may be \$5,000.

~~Total Yearly Amount Available: Up to \$51,000.~~

2. Ongoing Program Funding

This category supports programs and specific community organizations which the Municipality recognizes as of interest to receive ongoing funding. May include program support funding, tax rebate assistance etc.

~~Total Yearly Amount Available: Up to \$21,000.~~

3. Multi-year Funding

This category supports projects which organizations may wish to undertake or finance over 2 or 3 years.

~~Total Yearly Amount Available: Up to \$5,000.~~

4. ~~In-kind Assistance~~ ~~Cash Assistance~~ for Facility Rentals

~~Funding Support~~ may be available through this category for ~~an amount which may be up to the amount equal to the~~ applicable facility rental according to the current fees and charges by-law (not including any deposits intended for security or keys). If an organization is eligible under this category, the booking of the facility as well as any fees and required paperwork is the sole responsibility of the organization as with any renter.

~~*In-kind assistance approvals do not count towards the overall Community Development Fund financial approval limits.*~~



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~~Total Yearly Amount Available: Up to \$16,000.~~

Procedure:

- i) Application forms are available on-line at www.northmiddlesex.on.ca or at the Shared Services Centre, Municipality of North Middlesex, 229 Parkhill Main Street, Parkhill, ON N0M 2K0
- ii) Completed application forms with required supporting documents must be submitted to the Clerk and received on or before 12:00 p.m. (according to the computer at the front counter) on November 30th in order to be considered for the following year's budget.
- iii) Applications received on or before the deadline will be received, date stamped, scanned and initially reviewed for initial completeness by the ~~Clerk~~Director of Economic Development & Community Services or their designate. If incomplete, the application will be returned with a letter stating the reasons the application is incomplete. Should the organization wish to resubmit, it must do so prior to November 30th at 12:00 noon. (APPLICATIONS RECEIVED AFTER THIS DEADLINE WILL NOT BE CONSIDERED UNDER ANY CIRCUMSTANCE BY THE COMMITTEE)
- iv) Following the November 30th deadline, all complete applications will be reviewed by the Funding Review Committee for conformance and eligibility and a list of approved applications will be compiled according to the funding available.
- v) If the organization is found ineligible according to the eligibility criteria outlined in this policy, upon a recommendation of the Funding Review Committee, the Clerk will send a letter to the organization outlining the reasons why the application was deemed ineligible for that funding year.
- vi) A report providing a summary of the approved applications will be presented to Council by the Treasurer and considered during the annual budget process.
- vii) The following are the ~~four~~seven categories of funding ~~and the amount~~ to which accumulatively are allocated the \$93,000.00 to be funded in the upcoming year's budget:

| | | |
|-------|----------------------------|------------------------|
| (i) | Community Vibrancy Funds | \$51,000.00 |
| (ii) | Ongoing Program Funds | \$21,000.00 |
| (iii) | Multi-year Project Funding | \$5,0000.00 |



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(iv) ~~In-kind~~Cash Assistance for Facilities ~~\$16,000.00~~

viii) All organizations whose application has been deemed eligible and considered for budget approval by Council will be notified in writing by the Clerk of Council's decision.

ix) Council may require a presentation at an Open Council meeting either on your application for funding assistance or at the end of the year in which funding is received to show how the funding was used.

x) Following final approval of the budget, there may need to be an initial meeting with appropriate staff regarding requirements.

xi) A letter of understanding or contractual funding agreement may have to be entered into with the Municipality and signed by the parties prior to receipt of funds or reimbursement of expenditures.

xii) The community organization shall have to request and/or book facility usage in line with current facility rental requirements if they are being supported with in-kind facility usage, ~~pay for the project or rental of a facility in full. Invoices and proof of payment for the expenditure must then be included with any claim request.~~

xiii) Interim financing may be arranged following discussions with the Finance Department.

**MUNICIPALITY OF NORTH MIDDLESEX
APPLICATION FORM
COMMUNITY DEVELOPMENT FUND PROGRAM**

Date: _____

Name of Organization/Group: _____

Name of Primary Contact: _____

Telephone: _____ Fax: _____ E-mail: _____

Address: _____

_____ Postal Code: _____

Please indicate the purpose of this application (If requesting more than one category please submit separate applications):

(a) Cash Assistance:

____ Community Vibrancy Funds Requested Amount \$ _____
(see attached excerpt for eligibility category and please enter here _____ (ex. 10 a))

____ Ongoing Program Funding Requested Amount \$ _____

____ Multi-Year Project Funding Requested Amount \$ _____

(b) Cash Assistance for Facility Rental **(DO NOT INCLUDE HST IN AMOUNT)**
(please refer to current Fees and Charges By-law for applicable amount to enter)

Facility Location Requested _____ Facility Charge \$ _____
Proposed Date: _____

Facility Location Requested _____ Facility Charge \$ _____
Proposed Date: _____

Facility Location Requested _____ Facility Charge \$ _____ Proposed
Date: _____

The following documentation must be provided to be eligible:

____ The names of the Executive Members of your organization (update yearly)

____ A Financial Report of your previous year's operational budget (including any investments)

_____ An approved proposed budget for the year of the funding request

_____ A recently approved resolution or letter from the applicant organization regarding request for funding

_____ **Proof** of project or event completion by way of invoices and pictures for funding received in previous year(s)

_____ Proof of facility booking contract for requested dates (if applying for Cash Assistance for Facility Rental)

Have you made a request to the Municipality for a grant prior to this application?

_____ NO _____ YES (if yes, complete the following):

| Year Requested | Amount Received | Facility Booked/Date | Office Verification |
|----------------|-----------------|----------------------|---------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Has your organization requested or received funding in the last twelve months from any Provincial or Federal Agency?

_____ NO _____ YES (if yes, provide details)

Please outline briefly why you feel Public Funds should be given to your organization.

- List any expected donations, gifts, etc. that you expect to receive in the funding year.
- Briefly outline the activities provided by your organization
- For what purpose will the grant funds be used?

Membership Information

What is your total membership? _____

Total number of Municipal Residents? _____ Total number of Non-Residents? _____

We the undersigned, certify that to the best of our knowledge, that all the information provided on this application is accurate and correct and are endorsed by resolution of the organization we represent.

DISCLAIMER

Personal information contained on this form is collected pursuant to the *Freedom of Information and Protection of Privacy Act/Municipal Freedom of Information and Protection of Privacy Act* and will be used for the purpose of evaluating applications submitted under this program. Questions about this collection should be directed to the Freedom of Information and Privacy Co-ordinator at the institution where is information is situated.

Consent of Disclosure and Release: By submitting their application for consideration, the organization hereby further agrees to the Municipality of North Middlesex releasing certain information (not including financial information provided as part of the submission) about the successful applicants such as: Name of Organization, Project Description and amount allocated through the program, on its municipal website or other social media under its control for promotional purposes. Also, it is understood that the Municipal may at its sole discretion use the successful project(s) in its written material and distributed for promotional purposes

| | | |
|------|-------|------|
| Name | Title | Date |
|------|-------|------|

| | | |
|------|-------|------|
| Name | Title | Date |
|------|-------|------|

Forward completed application form to:

Clerk
Municipality of North Middlesex
229 Parkhill Main Street
Parkhill, ON N0M 2K0
Telephone: 519-294-6244

Application forms must be received by 12:00 noon on or before November 30, to be considered for funding (applications received after this date and time will not be considered under any circumstance). It is the responsibility of the organization/group to submit a fully completed application form prior to the closing date and time.

MUNICIPAL USE ONLY

Date Received: _____ Date Reviewed: _____

Meets Eligibility: ___ YES ___ NO

Recommended for Approval by: ___ YES ___ NO

REASON IF NOT APPROVED: _____

Date Approved by Council: _____ Amount Approved: \$ _____



Community Development Fund Committee - Minutes

Date: November 13, 2024

Time: 9:00 am

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m.

3. BUSINESS

3.1 Merging the two pathways to funding into a single pool.

Moved By S. Nirta

Seconded By A. Cornelissen

THAT the funding be merged into a single stream with consideration for the four currently listed categories.

Carried

3.2 Flower Maintenance

Moved By S. Nirta

Seconded By A. Cornelissen

THAT the flower maintenance program be moved to outside the vibrancy fund;

AND THAT the program be considered under the general municipal budget.

Carried

3.3 Facility Rentals

Moved By S. Nirta

Seconded By A. Cornelissen

THAT facility rental requests, including in-kind donations, be considered by the Vibrancy Fund Committee;

AND THAT the committee recommends to Council to adjust the Schedule of Fees and Charges by-law to list approved facility usages by the Vibrancy Fund Committee as zero dollar fees.

Carried



3.4 Appropriate Application Groups

Moved By A. Cornelissen

Seconded By S. Nirta

THAT the applications come from a level in the organization with an executive board as a registered Not-for-Profits and/or Charities.
AND THAT in-kind donations of facility usages may be considered coming from unregistered entities or individuals.

Carried

3.5 Financial Statements as a Requirement

Moved By A. Cornelissen

Seconded By S. Nirta

THAT Council be informed that financial reporting requirements will requested for updates in the 2025 policy review;
AND THAT the items of possible review could include but are not limited to:

- 10% holdbacks prior to reporting being submitted on large applications.
- Financial reporting deadlines.
- Possible disqualification of further applications for failure to report.

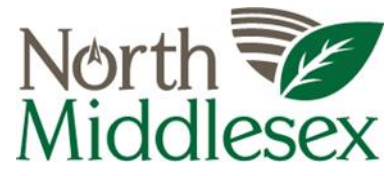
Carried

3.6 Hospital Funding

Discussion included the continued support of the Hospital beyond the current commitment of \$400,000.00.

Observations were provided including the fact that some regional municipalities are not participating in this funding.

No resolution provided, as the consideration of further funding may be better aligned with the mandate of the sitting Committee and elected Council at the time of renewal.



4. ADJOURNMENT OF MEETING

Moved By S. Nirta

Seconded By Brandon Drew

THAT the meeting be adjourned.

Carried



Howick Township
44816 Harriston Road
Gorrie, ON N0G 1X0

Phone: 519-335-3208 ext. 2
Fax: 519-335-6208
Email: clerk@howick.ca
Website: www.howick.ca

November 6, 2024

Premier Doug Ford
Legislative Building
Queen's Park
Toronto, ON M7A 1A1
Via email: premier@ontario.ca

Dear Honourable Premier Ford,

Re. Resolution – Ontario Provincial Police Costs for 2025

Please be advised that the Council of the Corporation of the Township of Howick, at its meeting held November 5, 2024 enacted the following resolution:

MOVED BY: Councillor Rognvaldson
SECONDED BY: Councillor Grimes

WHEREAS the Township of Howick's 2025 OPP Annual Billing Costs represents a 21.15% increase over the 2024 OPP Annual Billing Costs, with many small, rural municipalities across Ontario facing even larger increases for 2025;

AND WHEREAS this 21.15% increase in OPP costs equates to more than a 2.8 per cent tax increase before Howick Township even begins its 2025 budget process in terms of levels of services;

AND WHEREAS the downloading of costs such as these from the province and the subsequent significant cost increases are not feasible or sustainable for small, rural municipalities in Ontario who are bound to raising their revenue solely through property taxes and user fees;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Howick adopt and endorse Resolution No. 229 of the Municipality of Tweed and further calls on the Ontario Government to immediately implement sustainable funding for small, rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities.

CARRIED.

The Township of Howick appreciates the province's attention to the financial challenges faced by small, rural municipalities and looks forward to a collaborative solution.

Sincerely,

Caitlin Gillis

Caitlin Gillis, Clerk-Administrator

Cc: The Honourable Michael Kerzner, Solicitor General
The Honourable Peter Bethlenfalvy, Minister of Finance
The Association of Municipalities of Ontario, All Municipalities of Ontario
Huron-Bruce MPP Lisa Thompson
County of Huron

Municipality of Tweed Council Meeting
Council Meeting



Resolution No. 229
Title: Councillor P. Valiquette
Date: Tuesday, April 23, 2024

Moved by P. Valiquette
Seconded by J. Palmateer

WHEREAS it is apparent that the Ontario Government has overlooked the needs of small rural Ontario;
AND WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads, bridges, water/wastewater and municipally owned buildings including recreational facilities, libraries and other tangible capital assets;

AND WHEREAS small rural Ontario's operating needs consume the majority of property tax revenue sources;

AND WHEREAS small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

AND WHEREAS in 2015 the provincial government moved to standardized billing for all non-contract J.P.P. (5.1) locations;

AND WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway; and \$534 million to Ottawa for the repatriation of Hwy 174;

AND WHEREAS the annual cost of the Ontario Provincial Police, Municipal Policing Bureau for small rural non-contract (5.1) municipalities is approximately \$428 million;

AND WHEREAS this annual cost is significantly less than the repatriation costs of the Gardiner Express Way, the Don Valley Parkway and Highway 174 (Ottawa Region) but provides a greater impact to the residents of the Province overall;

AND WHEREAS this will afford relief to small rural municipalities for both infrastructure and operating needs while having a minimal impact on the provincial budget;

NOW THEREFORE BE IT RESOLVED THAT The Municipality of Tweed call on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities;

AND FURTHER, that Council direct staff to circulate this resolution to Premier Doug Ford (premier@ontario.ca), Minister of Solicitor General, Minister of Finance, and to the Association of Municipalities of Ontario (amo@amo.on.ca) and all Municipalities in Ontario.



Township of Horton
2253 Johnston Rd. Renfrew, ON K7V 3Z8
(o) 613-432-6272
(f) 613-432-7298
reception@hortontownship.ca

CERTIFIED TRUE COPY

Moved by: Councillor Webster

Resolution No.: 2024-160

Seconded by: Councillor Webs

November 5th, 2024

WHEREAS it is apparent that the Ontario Government has overlooked the needs of small rural Ontario;

AND WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads, bridges, water/wastewater and municipally owned buildings including recreational facilities, libraries and other tangible capital assets:

AND WHEREAS small rural Ontario's operating needs consume the majority of property tax revenue sources;

AND WHEREAS small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

AND WHEREAS in 2015 the provincial government moved to standardized billing for all non-contract D.P.P. (5.1) locations;

AND WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway; and \$534 million to Ottawa for the repatriation of Hwy 174;

AND WHEREAS the annual cost of the Ontario Provincial Police, Municipal Policing Bureau for small rural non-contract (5.1) municipalities is approximately \$428 million;



Township of Horton

2253 Johnston Rd. Renfrew, ON K7V 3Z8

(o) 613-432-6272

(f) 613-432-7298

reception@hortontownship.ca

AND WHEREAS this annual cost is significantly less than the repatriation costs of the Gardiner Express Way, the Don Valley Parkway and Highway 174 (Ottawa Region) but provides a greater impact to the residents of the Province overall;

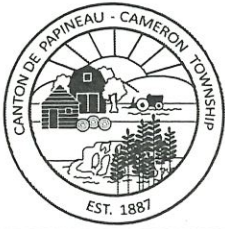
AND WHEREAS this will afford relief to small rural municipalities for both infrastructure and operating needs while having a minimal impact on the provincial budget;

NOW THEREFORE BE IT RESOLVED THAT The Township of Horton call on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities:

AND FURTHER THAT Council direct staff to circulate this resolution to Premier Doug Ford, Minister of Solicitor General, Minister of Finance, and to the Association of Municipalities of Ontario, MPP John Yakabuski, and all Municipalities in Ontario.

X CARRIED

Hope Dillabough, CAO/Clerk



THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072
E-mail: clerk@papineaucameron.ca Website: www.papineaucameron.ca

November 13, 2024

The Honourable Doug Ford
Premier of Ontario
Premier's Office
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

RE: Ontario Building Code

The Council of Papineau-Cameron met at their regular Council meeting on November 12, 2024 and passed the attached resolution 2024-328.

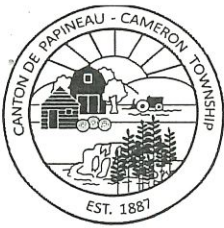
Feel free to contact us if you have any questions.

Sincerely,

Jason McMartin, BA, ADA
CAO/Clerk-Treasurer

Encl. Council Resolution 2024-328

c.c. Hon. Paul Calandra MPP, Minister of Municipal Affairs and Housing
Hon. Michael Parsa MPP, Minister of Children, Community and Social Services
Hon. Victor Fedeli MPP, Chair of Cabinet, Minister of Economic Development, Job Creation and Trade
Association of Municipalities of Ontario
Ontario Building Officials Association
Municipalities of Ontario



THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072
Website: www.papineaucameron.ca

DATE: November 12, 2024 **RESOLUTION NUMBER:** 2024- 328

MOVED BY: *Shelley Belanger* **SECONDED BY:** *MChenier*

WHEREAS Ontario is facing a significant affordable housing crisis, with many residents struggling to secure safe and affordable living accommodations;

AND WHEREAS the crisis of homelessness in Ontario continues to affect thousands of individuals and families, necessitating urgent and effective housing solutions;

AND WHEREAS the current Ontario Building Code contains regulations that may inadvertently hinder the development of affordable housing by imposing excessive costs and barriers on individuals and developers;

AND WHEREAS current building code regulations may restrict the development of innovative housing solutions designed to address the needs of homeless individuals and families;

AND WHEREAS an increase in affordable housing units is essential to promote economic stability, community well-being, and social equity within Ontario;

AND WHEREAS providing pre-approved affordable housing plans can streamline the construction process, reduce costs, and facilitate quicker access to housing for those in need;

THAT the Council of Papineau-Cameron Township hereby calls on the Ontario government to amend the Ontario Building Code to include provisions for pre-approved affordable housing plans specifically aimed at supporting low income and homeless individuals, including:

1. Standardized Designs: Creating a set of pre-approved housing designs that meet safety and quality standards while being cost-effective and quick to construct.
2. Flexible Design Standards: Allowing for innovative building designs and materials that meet affordability criteria while ensuring safety and livability.
3. Community Integration: Ensuring that these housing designs can be integrated into existing neighborhoods in a way that respects community character and promotes acceptance.
4. Support for Diverse Models: Including options for various types of housing, such as tiny homes, modular units, and converted shipping containers, to cater to different needs and preferences.

AND FURTHER THAT the Council of Papineau-Cameron Township encourages the Ontario government to engage with stakeholders, including architects, housing advocates, and service providers, to develop these pre-approved plans that effectively address the needs of low income and homeless individuals;

AND FURTHER THAT this resolution be provided to the Hon. Doug Ford, Premier of Ontario, Hon. Paul Calandra, Minister of Municipal Affairs and Housing, Hon. Michael Parsa, Minister of Children, Community and Social Services, Hon. Victor Fedeli, Chair of Cabinet, Minister of Economic Development, Job Creation and Trade, Association Municipalities of Ontario, Ontario Building Officials Association, Municipalities of Ontario.

CARRIED: *Robert Corriveau* **NOT CARRIED:** _____
(Mayor) (Mayor)

COPY

Recorded Vote (Upon Request of Councillor _____) Section 246 (1) Municipal Act

| RECORDED DIVISION VOTE | YES Signature | NO Signature | ABSTAIN Signature |
|-------------------------------|---------------|--------------|-------------------|
| Mayor Robert Corriveau | | | |
| Deputy Mayor Shelley Belanger | | | |
| Councillor Keith Dillabough | | | |
| Councillor Jason Bélanger | | | |
| Councillor Mélanie Chenier | | | |

**By-law for Municipalities Not Within a Regional
Municipality, the County of Oxford or The
District Municipality of Muskoka – Form 5**
Drainage Act, R.S.O. 1990, c. D.17, subs. 45(1)

Drainage By-law Number 54 OF 2022

A by-law to provide for a drainage works in the Municipality of North Middlesex
in the County of Middlesex.

Whereas the council of the Municipality of North Middlesex has procured a
report under section 78 of the *Drainage Act* for the construction and improvement
of the HENDERSON DRAIN 2022 drain;

And whereas the report dated 2022/04/22 has been authored by Spriet Associates
and the attached report forms part of this by-law;

And whereas the estimated total cost of the drainage work is \$136,510.00 ;

And whereas _____ is the amount to be contributed by the Municipality
of North Middlesex for the drainage works;

And whereas *(Complete this clause only if other municipalities are being assessed a share of the cost of the project.)*;

- _____ is being assessed in the _____ of _____
- _____ is being assessed in the _____ of _____
- _____ is being assessed in the _____ of _____
- _____ is being assessed in the _____ of _____

And whereas the council is of the opinion that drainage of the area is desirable;

Therefore the council of the Municipality of North Middlesex
pursuant to the *Drainage Act* enacts as follows:

1. AUTHORIZATION

The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.

2. BORROWING

The Corporation of the Municipality of North Middlesex
may borrow on the credit of the Corporation the amount of \$136,510.00 being the amount necessary for
the construction and improvement of the drainage works.

This project will NOT be debentured .

3. DEBENTURE(S)

The Corporation may issue debenture(s) for the amount borrowed less the total amount of:

- (a) grants received under section 85 of the *Drainage Act*;
- (b) monies paid as allowances;
- (c) commuted payments made in respect of lands and roads assessed with the municipality;
- (d) money paid under subsection 61(3) of the *Drainage Act*; and
- (e) money assessed in and payable by another municipality.

4. PAYMENT

Such debenture(s) shall be made payable within _____ years from the date of the debenture(s) and shall bear interest at a rate not higher than 2% more than the municipal lending rates as posted by Infrastructure Ontario on the date of sale of such debenture(s).

- (1) A special equal annual rate sufficient to redeem the principal and interest on the debenture(s) shall be levied upon the lands and roads as shown in the schedule and shall be collected in the same manner and at the same as other taxes are collected in each year for _____ years after the passing of this by-law.
- (2) For paying the amount _____ being the amount assessed upon the lands and roads belonging to or controlled by the municipality a special rate sufficient to pay the amount assessed plus interest thereon shall be levied upon the whole rateable property in the Municipality _____ of North Middlesex _____ in each year for _____ years after the passing of this by-law to be collected in the same manner and at the same time as other taxes collected.
- (3) All assessments of _____ or less are payable in the first year in which the assessments are imposed.

5. SCHEDULE OF ASSESSMENTS OF LANDS AND ROADS

in the Municipality _____ of North Middlesex

| Property Description | | | | Equal Annual Rate to be Imposed |
|----------------------|------------|---------------------|-----------------|---------------------------------|
| Lot or Part Lot No. | Concession | Geographic Township | Parcel Roll No. | |
| See Attached | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total | | | | |

6. CITATION

This by-law comes into force on the passing thereof and may be cited as the "Henderson Drain 2022" by-law.

First reading 2022/06/01

Second reading 2022/06/01

Provisionally adopted this 1 day of June, 2022

Name of Head of Council (Last, First Name) Ropp, Brian Signature [Signature]

Name of Clerk (Last, First Name) Beachey, Richard Signature [Signature]

Third reading 2022/08/10

Enacted this 10 day of August, 2022

Name of Head of Council (Last, First Name) Ropp, Brian Signature [Signature]

Name of Clerk (Last, First Name) Beachey, Richard Signature [Signature]

I, Richard Beachey

clerk of the Corporation of the Municipality of North Middlesex

certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Name of Clerk (Last, First Name) Beachey, Richard Signature [Signature]



SCHEDULE OF NET ASSESSMENT

HENDERSON DRAIN 2022

Municipality of North Middlesex

(FOR INFORMATION PURPOSES ONLY)

Job No. 219228

April 22, 2022

* = Non-agricultural

| ROLL NUMBER (OWNER) | TOTAL ASSESSMENT | GRANT | ALLOWANCES | APPROX. NET |
|---|----------------------|---------------------|---------------------|----------------------|
| <i>Geographic East Williams</i> | | | | |
| 020-122 (G. Cornelis Farms Inc) | \$ 42.00 | \$ 14.00 | \$ | \$ 28.00 |
| 020-123 (Breimer Farms Ltd) | 3,364.00 | 1,121.00 | 2,400.00 | -157.00 |
| 020-124 (C.R. Robinson) | 36.00 | 12.00 | | 24.00 |
| 020-125 (C.R. & M. Robinson) | 181.00 | 60.00 | | 121.00 |
| 020-134 (1050029 Ontario Inc. & P. Mahon) | 294.00 | 98.00 | | 196.00 |
| 020-133 (C.R. Robinson) | 33,532.00 | 11,177.00 | 9,440.00 | 12,915.00 |
| ** Non-Grantable Assessment | 70,290.00 | | | 70,290.00 |
| 020-132 (E. Spiessens) | 2,136.00 | 712.00 | | 1,424.00 |
| 020-131 (R. & H. VanHie) | 2,241.00 | 747.00 | | 1,494.00 |
| 020-130 (G. Cornelis Farms Inc) | 1,057.00 | 352.00 | | 705.00 |
| 020-129 (G. Cornelis Farms Inc) | 238.00 | 79.00 | | 159.00 |
| 020-175 (G. Cornelis Farms Inc) | 48.00 | 16.00 | | 32.00 |
| 020-176 (G. Cornelis) | 2,673.00 | 891.00 | | 1,782.00 |
| 020-177 (M. Scafe) | 1,200.00 | 400.00 | | 800.00 |
| 020-178-05 (C.R. Robinson) | 191.00 | 64.00 | | 127.00 |
| * New Ontario Road | \$ 617.00 | \$ | \$ | \$ 617.00 |
| * Special Assessment - Culvert | 26,380.00 | | | 26,380.00 |
| * Special Assessment - Watermain | 20,310.00 | | | 20,310.00 |
| Enbridge Gas Special Assessment | 1,870.00 | | | 1,870.00 |
| TOTALS | \$ 166,700.00 | \$ 15,743.00 | \$ 11,840.00 | \$ 139,117.00 |

SCHEDULE OF NET ASSESSMENT

HENDERSON DRAIN 2022

Municipality of North Middlesex

(FOR INFORMATION PURPOSES ONLY)

Job No. 219228

April 22, 2022

* = Non-agricultural

| ROLL NUMBER (OWNER) | TOTAL ASSESSMENT | GRANT | ALLOWANCES | APPROX. NET |
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| 020-132 (E. Spiessens) | 2,136.00 | 712.00 | | 1,424.00 |
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| 020-175 (G. Cornelis Farms Inc) | 48.00 | 16.00 | | 32.00 |
| 020-176 (G. Cornelis) | 2,673.00 | 891.00 | | 1,782.00 |
| 020-177 (M. Scafe) | 1,200.00 | 400.00 | | 800.00 |
| 020-178-05 (C.R. Robinson) | 191.00 | 64.00 | | 127.00 |
| * New Ontario Road | \$ 617.00 | \$ | \$ | \$ 617.00 |
| * Special Assessment - Culvert | 26,380.00 | | | 26,380.00 |
| * Special Assessment - Watermain | 20,310.00 | | | 20,310.00 |
| Enbridge Gas Special Assessment | 1,870.00 | | | 1,870.00 |
| TOTALS | \$ 166,700.00 | \$ 15,743.00 | \$ 11,840.00 | \$ 139,117.00 |

**By-law for Municipalities Not Within a Regional
Municipality, the County of Oxford or The
District Municipality of Muskoka – Form 5**

Drainage Act, R.S.O. 1990, c. D.17, subs. 45(1)

Drainage By-law Number 54 OF 2022

A by-law to provide for a drainage works in the Municipality of North Middlesex
in the County of Middlesex.

Whereas the council of the Municipality of North Middlesex has procured a
report under section 78 of the *Drainage Act* for the construction and improvement
of the HENDERSON DRAIN 2022 drain;

And whereas the report dated 2022/04/22 has been authored by Spriet Associates
and the attached report forms part of this by-law;

And whereas the estimated total cost of the drainage work is \$166,700.00 ;

And whereas _____ is the amount to be contributed by the Municipality
of North Middlesex for the drainage works;

And whereas *(Complete this clause only if other municipalities are being assessed a share of the cost of the project.);*

_____ is being assessed in the _____ of _____
_____ is being assessed in the _____ of _____
_____ is being assessed in the _____ of _____
_____ is being assessed in the _____ of _____

And whereas the council is of the opinion that drainage of the area is desirable;

Therefore the council of the Municipality of North Middlesex
pursuant to the *Drainage Act* enacts as follows:

1. AUTHORIZATION

The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.

2. BORROWING

The Corporation of the Municipality of North Middlesex
may borrow on the credit of the Corporation the amount of \$166,700.00 being the amount necessary for
the construction and improvement of the drainage works.

This project will NOT be debentured .

3. DEBENTURE(S)

The Corporation may issue debenture(s) for the amount borrowed less the total amount of:

- (a) grants received under section 85 of the *Drainage Act*;
- (b) monies paid as allowances;
- (c) commuted payments made in respect of lands and roads assessed with the municipality;
- (d) money paid under subsection 61(3) of the *Drainage Act*; and
- (e) money assessed in and payable by another municipality.

4. PAYMENT

Such debenture(s) shall be made payable within _____ years from the date of the debenture(s) and shall bear interest at a rate not higher than 2% more than the municipal lending rates as posted by Infrastructure Ontario on the date of sale of such debenture(s).

- (1) A special equal annual rate sufficient to redeem the principal and interest on the debenture(s) shall be levied upon the lands and roads as shown in the schedule and shall be collected in the same manner and at the same as other taxes are collected in each year for _____ years after the passing of this by-law.
- (2) For paying the amount _____ being the amount assessed upon the lands and roads belonging to or controlled by the municipality a special rate sufficient to pay the amount assessed plus interest thereon shall be levied upon the whole rateable property in the Municipality of North Middlesex in each year for _____ years after the passing of this by-law to be collected in the same manner and at the same time as other taxes collected.
- (3) All assessments of _____ or less are payable in the first year in which the assessments are imposed.

5. SCHEDULE OF ASSESSMENTS OF LANDS AND ROADS

in the Municipality _____ of North Middlesex

| Property Description | | | | Equal Annual Rate to be Imposed |
|----------------------|------------|---------------------|-----------------|---------------------------------|
| Lot or Part Lot No. | Concession | Geographic Township | Parcel Roll No. | |
| See Attached | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total | | | | |

6. CITATION

This by-law comes into force on the passing thereof and may be cited as the "Henderson Drain 2022 by-law".

First reading 2022/06/01

Second reading 2022/06/01

Provisionally adopted this 1 day of June, 2021

| | |
|---|-----------|
| Name of Head of Council (Last, First Name) Ropp, Brian | Signature |
|---|-----------|

| | |
|--|-----------|
| Name of Clerk (Last, First Name) Beachey, Richard | Signature |
|--|-----------|

Third reading 2022/08/10

Enacted this 10 day of August, 2021

| | |
|---|-----------|
| Name of Head of Council (Last, First Name) Ropp, Brian | Signature |
|---|-----------|

| | |
|--|-----------|
| Name of Clerk (Last, First Name) Beachey, Richard | Signature |
|--|-----------|

I, _____, clerk of the Corporation of the Municipality of North Middlesex, certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

| | |
|----------------------------------|-----------|
| Name of Clerk (Last, First Name) | Signature |
|----------------------------------|-----------|

Middlesex County Council Meeting Highlights – November 12, 2024

Council Highlights is an informal summary of selected actions taken by Middlesex County Council or Committee of the Whole at business meetings. The Council Highlights are not an official record of County Council proceedings. To view official agendas and minutes, please visit [Council Meetings and Minutes](#).

► Council Approves Funding Agreement for Transit System Assessment

County Council gave staff the green light required to move forward with a comprehensive assessment of inter-community transit and future transit development in Middlesex County using provincial funding. Middlesex County has been approved in principle for up to \$50,000 in funding from the Rural Transit Solutions Fund. Once finalized, this funding will be used to hire consultant(s) with expertise in rural transit to conduct a comprehensive assessment of Middlesex County Connect, the County's intercommunity transit system. The assessment will evaluate various aspects of the system, determine the long-term viability of its routes, and develop recommendations for future transit development with a focus on sustainability and effectiveness. For more information, see the [Rural Transit Solutions Fund Funding](#) report.

► Committee awards RFP for Strategic Plan Development

The Committee of the Whole recommended Quarry Consulting Inc. be awarded the contract for the development of the County's new Strategic Plan. Consultations on the plan will begin immediately, involving engagement with County Council, senior staff, local municipalities, business groups, Indigenous communities, and other stakeholders. Through a combination of interviews, focus groups, and surveys, Quarry Consulting will gather input to guide the plan's development. The final Strategic Plan is expected to be presented to County Council in Spring of 2025. For more information, see the [Award of RFP #ADMN-2024-03 Report](#).

► Proposed Subdivision development to create more than 109 units in Mt. Brydges

The Committee of the Whole recommended approval of a proposed residential plan of subdivision for an 18-hectare property within Mt. Brydges, subject to conditions. The development, which was recently supported by the Municipality of Strathroy-Caradoc, would create a plan with 109 lots for single detached dwellings and 3 medium blocks for medium density housing (such as townhouses). For more information, see the [November 12, 2024 Agenda](#).

Recommendations made by the Committee of the Whole at the November 12, 2024 meeting will be considered by County Council at its next regular meeting on November 26, 2024. The Legislative Services Department maintains the official record for all County government proceedings.

For more information please contact: mediarelations@middlesex.ca



THE MUNICIPALITY OF NORTH MIDDLESEX

BY-LAW NUMBER 091 OF 2024

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL ON
NOVEMBER 20, 2024.**

WHEREAS under Section 5(1) of the Municipal Act, 2001, S.O. c.25 the powers of a municipality shall be exercised by its council.

AND WHEREAS under Sub-Section 3 of Section 5 of the Municipal Act, 2001 S.O. 2001 c.25, the powers of every Council of a municipality shall be exercised by by-law.

AND WHEREAS it is deemed expedient that the proceedings of The Council of the Municipality of North Middlesex be confirmed and adopted by By-law.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY
OF NORTH MIDDLESEX ENACTS AS FOLLOWS:**

1.The action of the Council of the Municipality of North Middlesex in respect to each recommendation contained in the reports of the Committees, and each motion and resolution passed and other action taken by Council at the November 20, 2024 meeting is hereby adopted and confirmed as if the same were expressly included with this By-law.

2.The Mayor and the proper officials of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.

3.The Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Municipality of North Middlesex to all documents referred to in said Section 1.

READ A FIRST AND SECOND TIME THIS 20th DAY OF NOVEMBER 2024

**READ A THIRD AND TIME AND FINALLY PASSED THIS 20th DAY OF NOVEMBER
2024**

MAYOR

CLERK